



Terms of Reference (TOR)

Consultancy for Training and Implementation of the Triple Nexus Approach

1. Background

AFAD (Association For Alternative Development) is a women-led non-profit organization based in northern Bangladesh, actively working since 1999 to empower women and girls for a world of equal opportunities and full potential. AFAD is a dynamic force for positive change, championing gender equality and women's empowerment. The organization addresses a wide range of critical issues, including gender equality, education, economic empowerment, disaster risk reduction (DRR), climate change resilience, WASH, livelihood, and the localization of humanitarian aid. AFAD is registered with the NGO Affairs Bureau (NGOAB) of the Prime Minister's Office of the People's Republic of the Government of Bangladesh, with registration number 2443. It also obtained registration from the Directorate of Women's Affairs (DWA). Simultaneously, AFAD is registered with the Directorate of Youth Development, Government of Bangladesh.

With the support of Malteser International, AFAD has been implementing a localization project titled "ToGETHER! - Towards Greater Effectiveness and Timeliness in Humanitarian Emergency Response" in Bangladesh since 2021. The project aims to transcend organizational boundaries, enabling local and international partners to develop approaches to humanitarian responses and create synergies during crisis response collaboratively. It also supports local actors in enhancing their capabilities in humanitarian response, preparedness, coordination, and advocacy. Additionally, the program aims to create opportunities for establishing complementary partnerships and promoting the roles of local partners. Capacity-strengthening and exchange measures are based on LHPs' self-defined needs and priorities, as well as the broader humanitarian context within their countries and contexts. **As part of the project's partner organizational capacity strengthening activities, AFAD is going to hire a consultant for capacity strengthening training and implementation of the Triple Nexus approach.**

2. Overview:

The Triple Nexus approach integrates humanitarian, development, and peace-building efforts to respond effectively to crises while addressing underlying vulnerabilities. To enhance the understanding of this approach among AFAD's staff, AFAD intends to conduct a capacity-strengthening training focused on operationalizing the Triple Nexus within its specific context.

The consultant will support the organization in understanding and applying the principles of the Triple Nexus, ensuring alignment with international best practices, and standard and enhancing staff capacity to address interconnected challenges of humanitarian and development efforts.

3. Objective:

The primary objective of this consultancy is to:

- Provide comprehensive training to AFAD staff on principles and application of the Triple Nexus approach.
- Strengthen AFAD's ability to effectively operationalize Triple Nexus within its programs, ensuring synergies between humanitarian, development, and peace-building actions.
- Develop practical tools/guidelines/frameworks that are tailored to AFAD's operation context to support the effective implementation of the Triple Nexus approach.

4. Scope of Work

The consultant is expected to:

- Conduct a preliminary assessment to understand staff knowledge, skills, and gaps related to the Triple Nexus.
- Design comprehensive and context-specific training modules on the Triple Nexus approach.
- Facilitate a 2-day in person training/workshop for AFAD staff, using interactive methods to facilitate learning and application.
- Provide practical frameworks, guidelines, and tools for implementing the Triple Nexus in AFAD's projects.
- Support AFAD in drafting an action plan to integrate Triple Nexus principles into its operations and programs.
- Create mechanisms for ongoing monitoring and feedback to evaluate the implementation of the Triple Nexus approach.

Supports from AFAD

AFAD will provide the following support:

- Access to relevant organizational documents, staff, and facilities.
- A focal point to coordinate and facilitate the consultant's tasks.
- Logistical arrangements for the training sessions.

5. Duration of the assignment

The contract period is from **10 December, 2024 to 28 December,2024** .

6. Deliverables

- A **Training Needs Assessment Report** and **Training Agenda** with tailored modules, facilitating a **2-day interactive workshop** for AFAD staff and partners on the Triple Nexus approach.
- A **Gender-Inclusive Action Plan** for integrating the Triple Nexus, along with practical **tools and frameworks**, including a **Triple Nexus Framework, Stakeholder Mapping Tool, and Monitoring and Evaluation Framework** for operationalizing the approach.
- A **Final Report**, summarizing key outcomes, participant feedback, and recommendations for future action, including an evaluation of the implementation of the Triple Nexus principles.

7. Qualification Experience of Consultant/Firm

The consultant should possess the following qualifications:

- A master’s degree in social sciences, humanitarian studies, development studies, peace and conflict studies, or a related field.
- At least 7 years of experience working on the Triple Nexus or related fields, with proven expertise in capacity-building and training delivery.
- Strong understanding of humanitarian, development, and peace-building integration.
- Proven experience in designing and facilitating participatory training programs.
- Excellent communication and reporting skills in both English and Bengali.

8. Duration and Implementation Schedule

The total length of the concerned consultancy will not exceed 18 days to be spread out from **10 December 2024 to 28 December 2024**.

Activity	Duration
Desk review and needs assessment	3 days
Training materials development	2 days
Conduct training	2-3 days
A Gender-Inclusive Action Plan for integrating the Triple Nexus, along with practical tools and frameworks , including a Triple Nexus Framework , Stakeholder Mapping Tool , and Monitoring and Evaluation Framework for operationalizing the approach.	5 days
Final report submission	3 days

9. Terms of Payment

The Consultant/ Firm is to receive payment from AFAD in 2 instalments:

- 1st Payment: 20 % upon signing of the contract.
- Final Payment: 80% upon submission of the final training report and deliverables, subject to acceptance by AFAD.

Special Consideration: AFAD reserves the right to withhold payment if the consultant fails to meet agreed deadlines or deliverables. AFAD will not cover any travel, accommodation, and other associated cost for the consultancy. The Consultant will be responsible for covering these expenses. AFAD will only provide the training venue, other logistics of the trainings, food for the participants etc.

10. Application Procedure:

Interested consultants/firms are requested to submit their proposals **by 5:00 PM, December 4, 2024**, via email or in-person at the AFAD office.

The application should include:

Curriculum Vitae (CV): Highlighting relevant experience and qualifications.

Technical Proposal: Outlining the understanding of the TOR, methodology, and a detailed work plan.

Financial proposal: Itemized budget proposal that should include the consultancy fees, operational costs, and all associated costs including VAT and tax. AFAD will select potential candidates and will invite them for an online interview after the application deadline.

The proposal should be addressed to:

Email: [**afadkuri@gmail.com**](mailto:afadkuri@gmail.com)

Or drop the proposal by in-person / courier.

AFAD Head office, R.K Road Khalilganj Bazar, Kurigram

For further information, please contact to,

Name: Sayda Yesmin

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