

Terms of Reference (ToR)

Consultancy: Training to Caregivers of Children with Disabilities on Inclusive Disaster Preparedness

Project Title: Resilience, Adaptation and Inclusion in Nepal (RAIN)

Location: Rajpur and Rajdevi Municipality, Rautahat and Maharajgunj Municipality, Kapilvastu

No. of Trainings: 3

Duration: 2 Months (Feb-Mar 2026)

Reporting To: Community Self-Reliance Centre (CSRC)

Type: Short-term Consultancy

1. Background:

The RAIN (Resilience, Adaptation and Inclusion in Nepal) programme, funded by the Foreign, Commonwealth and Development Office (FCDO), aims to strengthen disaster and climate resilience in Nepal's most hazard-prone regions. A key focus is community resilience against climate change induced hazards like floods, heat waves, cold waves, droughts, and fire.

RAIN aims to reach the most vulnerable and marginalised communities at risk of multi hazards in Madhesh and Lumbini provinces. To achieve this, RAIN will use evidence-based approaches to tailor implementation for building resilience in a systemic way, centred around localisation, inclusion and leveraging fiscal resources to contribute to climate resilience across differing contexts in the targeted provinces. RAIN's two intermediate outcomes will focus on 1) enhancing community resilience, 2) strengthening governmental systems in early warning (EW), early action (EA) and adaptation. RAIN supports the attainment of NDRRMA's strategic goals to strengthen Early Action, develop multi-hazard EWS and catalyse research and innovation to develop EA plans as per National Disaster Risk Financing Strategy (2020), DRR Policy (2018) and National Strategic Plan for Action (2018-2030).

RAIN, funded by the Foreign, Commonwealth and Development Office (FCDO), is led by People in Need (PIN), co-led by DanChurchAid (DCA), and implemented by a consortium of partners, including Local Initiatives for Biodiversity, Research and Development (LI-BIRD), Community Self-Reliance Centre (CSRC), Youth Innovation Lab (YI-Lab), and Prerana, with technical support from the Red Cross Red Crescent Climate Centre (RCCC) and the United Kingdom Meteorological Office (UK Met Office).

2. Objectives:

General Objective:

To enhance the capacity of caregivers of children with disabilities to provide appropriate care and ensure the safety and well-being of children during disasters through inclusive disaster preparedness training.

Specific Objectives:

- **Adapt and contextualize caregiver training materials** to include inclusive disaster preparedness strategies for children with disabilities and care for caregivers. Training Manual will be provided to Consultant by Prerana, which is required to be updated according to the perspective of Disaster resilience.
- **Facilitate interactive training sessions** for caregivers to enhance their knowledge, skills, and preparedness during disasters which includes:
 - To train caregivers on **how to support their children with disabilities at home**, ensuring safety, daily care, and well-being.
 - To strengthen caregivers' knowledge of **inclusive disaster preparedness**, including early warning, early action, and evacuation procedures.
 - To equip caregivers with practical skills to **support children with developmental delays, communication difficulties, and behavioral disorders** during emergencies.
 - To promote **psychosocial support (PSS) and coping strategies** for both caregivers and children in disaster situations.
 - To foster **community awareness and collaboration** for inclusive disaster response involving caregivers, local authorities, and service providers.

3. Scope of Work:

The consultant shall have following responsibilities:

1. **Review and adapt training manual** provided to reflect:
 - Needs of children with developmental delays, communication issues, and behavioral disorders
 - Disaster preparedness strategies relevant to Madhesh and Lumbini province
 - Inclusive approaches to caregiving during multi-hazard emergencies
 - Include approaches of PSS such as "care for caregivers" and "self-care"
2. **Develop training schedules on the basis of manual and standard tools**, including:
 - Session of identification and supporting children with disabilities
 - Practical exercises for evacuation and safety of children with disabilities
 - Communication strategies for children with disabilities
 - Guidance on psychosocial support for caregiver as well as children with disabilities
3. **Conduct training sessions** for caregivers:
 - Target participants: caregivers of children aged 2–18 years with disabilities
 - Duration: 2 months (Review and update manual, training design, and facilitation)
 - Methods: Participatory, hands-on skills, and context-specific
4. **Provide post-training support and guidance**, including:
 - Recommendations for ongoing caregiver support
 - Guidance for municipalities and local partners to integrate inclusive disaster preparedness

4. Target Group and Municipalities:

- **Target Group:** Caregivers of children aged 2–18 years with disabilities, specifically those with **developmental delays, communication difficulties, and behavioral disorders.**
- **Target Municipalities:** Rajpur and Rajdevi Municipality in Rautahat and Maharajgunj Municipality in Kapilvastu
- **No. of Trainings to be conducted:** 3
- **Training Duration:** 5 days for 1 Training
- **Tentative number of participants in each training:** 20-25 numbers

5. Duration and Timeline:

- The consultancy will be conducted over a 1.5-month period, concluding by 25th March 2026.
- Specific timelines for material adaptation, training sessions, and reporting will be agreed upon at the start of the assignment.

6. Deliverables:

The consultant will be responsible for delivering:

1. **Adapted training materials** tailored for caregivers of children with disabilities and disaster preparedness.
2. **Training plan and schedule** for caregiver sessions.
3. **Facilitation of training sessions** (including reporting attendance and session outcomes).
4. **Final consultancy report** summarizing:
 - Training outcomes
 - Lessons learned
 - Recommendations for future capacity building

7. Reporting and Coordination:

- Report to Social Protection and Inclusion Coordinators (SPIC) and Project Focal Person of CSRC
- Technical verification of the manual by Prerana through CSRC
- Coordinate with CSRC and Prerana for training logistics and participant mobilization

8. Qualification and Experience Required:

The consultant should have:

- **Advanced degree** in rehabilitation, physiotherapy, disability studies, or related fields
- **Proven experience** in caregiver training - psychosocial support (PSS), care for care-givers (self-care), particularly for caregivers of children with disabilities
- Knowledge of **inclusive disaster preparedness** strategies

- Experience with **children with developmental delays, communication difficulties, and behavioral disorders**
- Strong **facilitation, communication, and reporting skills**
- Fluent in **Nepali**, and able to communicate in **Bajika/Maithali or Bhojpuri**

9. Application Process:

Interested consultant (Individual/firm) should submit:

- A brief **technical proposal** (max 4 pages), including:
 - Understanding of the assignment
 - Proposed methodology and timeline
- **Financial proposal**, inclusive of all applicable costs, taxes including field travels, allowance and accommodation costs of the consultant/ team of consultants, covering all the three Trainings in selected Municipalities over Madhesh and Lumbini Province. Costs should include the training assistive devices and technologies required during the training sessions.
- CV(s) of the consultant(s) highlighting relevant experience.
- Legal Documents comprising of company/firm registration, PAN/VAT certificates, and latest Tax Clearance certificates.
- Certificates of relevant experience will be considered an asset.