



TERM OF REFERENCE (TOR)

Resilient and Eco-Youth-Led Initiative (REYI) Project Baseline Survey

1. INTRODUCTION

Lutheran Hope Cambodia Organization (LHCO) is a non-governmental organization that works with vulnerable people and communities to transform their personal and socio-economic situation towards self-reliance through holistic development approaches. LHCO, a new name of Life With Dignity (LWD) which has been localized from the Lutheran World Federation (LWF) in November 2010. It was known as Angkar “L”, a name given by rural communities, works to promote human dignity for vulnerable communities in Cambodia. LHCO’s program mainly focuses on five thematic areas: (1) Sustainable Livelihoods and Agriculture, (2) Disaster Risk Reduction and Climate Change Adaptation, (3) WASH, Nutrition, and Health, (4) Education (Pre and Primary Education), and (5) Social Community Engagement.

The **Resilient and Eco-Youth-Led Initiative (REYI)** is one of LHCO’s projects funded by Felm organization for the period January 2026 to December 2029. The overall objective of the project is to “*empower youth to lead climate action and build resilient communities*”. The project has two specific objectives: (1) Engagement of youth in DRR/CCA activities improved and (2) Resilience to disasters and climate change impacts of vulnerable communities (children, adult and youth) improved.

To effectively measure changes (outcomes and impacts) resulting from implementation over the project period, reliable and comprehensive evidence-based baseline data and information are required. Therefore, a baseline survey will be conducted at the initial stage of the project. The baseline will establish benchmark values for key project indicators to enable future monitoring and comparison (midline/endline or annual outcome monitoring).

2. OBJECTIVES OF BASELINE SURVEY

The overall objective of the baseline survey is to generate reliable and comprehensive data to inform project implementation, monitoring, and evaluation. Specifically, the survey will:

- Establish baseline values for key project output and outcome indicators related to climate-related hazards affecting target communities (e.g., floods, droughts, and storms) prior to project implementation



- Assess the knowledge, adaptive and mitigation capacities of primary school children, teachers, youth, communities and Commune Committee for Disaster Management (CCDM) in relation to disaster risks and preparedness measures
- Assess the current situation within target areas, identify gaps, challenges, and priority needs, and provide evidence-based recommendations to strengthen project implementation and targeting

3. SCOPE OF WORK

The REYI project baseline survey will be conducted in the 03 target communes (Peam Montear, Kampong Trabaek, and Kansoam Ak) of Kampong Trabaek district, Prey Veng province. The consultant will undertake main tasks as below:

- Develop baseline survey methodology and data collection tools (quantitative and/or qualitative), with quality, accuracy, and ethical standards
- Provide training to data enumerators and LHCO's relevant staff on data collection processes and tools.
- Analyze and interpret the data, and develop the draft baseline survey report
- Present preliminary findings of the project baseline survey to LHCO's relevant team for further clarification, comments, and feedback.
- Produce a baseline report with findings and recommendations

4. DELIVERABLES

- Inception report (methodology, tools, work plan) will be submitted
- The baseline survey methodology and tools will be developed by the consultant, and shared to LHCO's team (MEL-Specialist, Head of Program, and Program Development Specialist) as well as Felm's team (if needed) for comments and feedback.
- The data enumerators and LHCO's relevant staff will be properly trained by the consultant on data collection processes and tools (questionnaires), and capable to collect accurate data.
- Draft baseline report incorporating feedback
- Raw data provision
- Final project baseline survey report in English will be developed and submitted



5. TIMELINE

Main activities	Proposed timeframe- Jun 2026				Responsible person
	W1	W2	W3	W4	
Inception meeting and inception note	x				Consultant and LHCO
Development of research methodology and tools (questionnaires)	x				Consultant
Data enumerators training		x			Consultant
Field data collection (digital data collection tool e.g. Kobo)		x	x		Consultant
Data analysis and reporting				x	Consultant
Preliminary findings presentation				x	Consultant
LHCO review and consultant final revision				x	LHCO and Consultant

6. BUDGET

Based on the available budget approved by project/Felm. Budget and payment arrangement as below:

- Budget type: Lump-sum
- Payment schedule (deliverable-based):
 - 30% upon approval of inception note + finalized tools (including Kobo forms)
 - 40% upon completion of data collection and submission of clean dataset and codebook
 - 30% upon acceptance of final baseline report and slide presentation

7. CONSULTANT QUALIFICATIONS

The consultant should have:

- Proven experience in conducting baseline surveys and evaluations (preferably DRR/CCA, youth, education, or community resilience).
- Strong skills in quantitative and qualitative research methods, sampling, and data analysis.
- Experience using digital data collection tools (KoboToolbox or equivalent).
- Experience working ethically with children and applying safeguarding practices.
- Ability to write clear analytical reports in English (and Khmer where applicable).
- Availability to complete the assignment within June 2026.



8. OWNERSHIP OF DATA AND OUTPUTS

All collected data, tools, datasets, and reports are the property of LHCO. The consultant may not share or publish any data or findings without written approval from LHCO.

9. OTHER CONDITIONS AND REQUIREMENTS

- Consultant shall keep all LHCO's documents in a confidential and impartial manner.
- Consultant shall comply with existing LHCO's policies.
- At all times during the period of the consultancy, the consultant will apply and respect the following policy documents which are integral to the work of LHCO. He/She is required to sign the Child Protection Code of Conduct, with confidentiality and impartiality, as well as the Code of Conduct, Gender and Inclusive Policy, Child Safety Policy and Harassment Policy.

10. APPLICATION AND CONTACT

Any interested candidate/firm shall submit a letter of interest, updated CV of consultant/lead consultant, technical proposal including budget, timeframe, methodologies to the Human Resource Department via email: job@lhco.org.kh.

Closing date: 19 June 2026 at 5 pm.