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| **Termes of References** |

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| **Date** | 24/12/2024 |
| **From** | Stephane Menard |
| **Subject** | STRIVE : Study visit to Romania with librarians, Local Public Autorities, ACTED, IGSU, ABRM and Anenii Noi Training Centre |

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| **Project title** | **Reducing vulnerability to disaster risks and strengthening socio-economic resilience in Moldova** |
| **Project code** | ACTED |
| **Donor** | AFD STRIVE Project |
| **Main objectives** | Library role in DRR strategy:   * Improve the understanding of the library role in the DRR process of the community * Stakeholders identify library activities/ projects/ support/ in terms of DRR and social cohesion to impact community resilience * Participants will capitalize their knowledge and experience through creating tools * Stakeholders share experience in promoting DRR information and awareness |
| **Location(s)** | Romania |
| **Date Activity** | TBC but between: 01.02.2025 - 15.02.2025  5 days |

1. **Who are we?**

Bibliothèques Sans Frontières (BSF) works to empower people through access to information, education and culture. To achieve this, BSF takes libraries to places where they don't exist, to make them accessible to the most vulnerable populations.

Since its creation in 2007, BSF has been deploying strategies to disseminate information based on tools, content carefully selected according to the needs of the public, and support for field’s actors.

Our action relies on 2 tools that provide access to quality resources and activities designed with the user's experience in mind:

* The Ideas Box, a media library in kit shape created with designer Philippe Starck, which can be rapidly deployed in any location, to create a cultural, educational and information access space. BSF has deployed over 150 IDB since 2014.
* The Ideas Cube, a server that provides access to a digital and autonomous library, operates without an internet connection to provide access to information in the most remote locations.

1. **Project context**

**Reducing vulnerability to disaster risks and strengthening socio-economic resilience in Moldova.**

The consortium of NGOs ACTED, IMPACT and BSF aims to increase people's resilience to natural and man-made hazards in the Anenii Noi region of Moldova. The Anenii Noi region is particularly vulnerable to a range of natural hazards. To achieve this objective, the consortium will support local authorities, civil society organizations and rural communities in the region.

BSF in partnership with Librarians Association of Republic of Moldova (ABRM) works with libraries, which are key actors at local level in increasing community resilience to natural and man-made hazards in the Anenii Noi region. 10 of them are selected to receive a toolkit including an IDC server and a micro-library. The content provided in Ukrainian, Russian and Romanian enable them to act as local relays for improved access to educational and informational content relating to disaster risk, protection and resilience.

Under the supervision of Local Public Authorities, with the expertise support of IGSU (Inspectoratul General pentru **Situatii** de Urgenta), libraries are conducting information and awareness DRR activities to local communities.

1. **Activity context**

The aim of a study tour, of course, is to learn and gain new skills and knowledge. During Study visits the stakeholders will benefit from a new learning experience specifically focused on the needs of the participant group and STRIVE's objectives.

STRIVE's activities with librarians are now well underway. We believe that at this stage of the project's development, participants will benefit from meeting Romanian stakeholders who have gone through different resilient hub implementation processes, in fairly varied socio-economic contexts.

This sharing between Moldovan and Romanian professionals is facilitated by a common language, history and culture. Which could facilitate the creation of a longer-term partnership between the two countries.

The expanded composition of the Moldavian group, made up of librarians, mayor, IGSU, ABRM, ACTED and Regional training Centre, will help to create a regional synergy for Anenii Noi Rayon and, we hope, will ensure a certain degree of sustainability after the project.

1. **Why Romania?**

* We share same language, traditions, history - easy to create connections between Romanian and Moldavian libraries;
* The Romanian communities can share learned lessons during the EU integration process / how they faced challenges? How did libraries/librarians play a role in this process?
* We can create long term partnerships easily.
  + As an example: there are different funding programs for joined projects (EU country and non-EU country) which can ensure the sustainability of our project;
* Romania and Moldova: close distance - more time meeting other partners than on the road.

1. **Outcomes and Results**

A. Participants will have a better understanding of the library role in the DRR process of the community:

* Librarians will make a list of DRR services relevant to build disaster preparedness and response capacity for their community;
* Librarians will develop at least one DRR library project / service
* The mayor and the IGSU representant will observe new ways to address problems related to lack of information in their communities;
* ABRM representatives will spread the word among their network of librarians about: DRR issues and the role that librarians can play;

B. Librarians will use different methods for identifying community members needs in library activities/ projects/ support/ in terms of DRR and social cohesion:

* Target-groups scanning
* Partnership opportunities
* The librarians, in partnership with IGSU (other partners), in coordination with mayor, will develop a long-term DRR information plan for the community members (including vulnerable population);

C. Participants will capitalize their knowledge and experience by creating content package with Activity sheets on DRR thematic and will promote innovative ideas about efficient communication strategies on DRR and social cohesion:

* Targeting the community members about the opportunities the Resilience Hub;
* Targeting the local key actors:
  + The participants (Librarians, mayor and ABRM) will share their study visit experience, established partnerships for future cooperation and will promote the outcomes of the visit on social networks;
  + Librarians will share ideas, knowledge, and best practices with colleagues from the rayon and at the national level;
  + Librarians will develop and share through ABRM a content package with Activity sheets on DRR thematic.
  + The mayor – study visit participant will share best practices ideas with other STRIVE mayors from the rayon on involving libraries in developing / implementing DRR projects ;
  + Representative from the IGSU to share experience on involving libraries in community awareness campaigns;

1. **Program / Activities / Schedule**

**6.1 A brief overview of the program**

* The program will include presentations, workshops, networking activities, exploring sustainable community initiatives, and exchange of experience in building partnerships with librarians.
* We would like to organize meetings with mayors / local administration representatives to learn about library participation in DRR processes.
* The focus themes of the week are:
  + Climate Change
  + Disaster Risk Reduction
  + Social cohesion
  + Innovation
  + Etc.

Librarians from Moldova will have the opportunity to share their own experience, on the role of library in DRR in Moldova with colleagues from Romanian.

**6.2 During their stay in Romania, the librarians will cover topics, visit and practical exercise, such as:**

* Library Involvement in the DSU campaigns- Insights and lessons from DSU training simulations in partnership with public libraries. (DSU- Emergency Situations Department)
* Visit to a DSU Training Center/or library who was part of the campaign- Tour and demonstration/sharing experiences of facilities for simulating earthquakes, fires, and other emergencies.
* Practical Exercise: Earthquake Protocol - Participation in an earthquake response simulation with preventive measures for libraries.
* Preparing the Community for Emergencies - DSU presentation on informing and preparing the public for crisis situations.
* Organizing Informational Resources in Libraries for Prevention - Developing safety materials and procedures.

**6.3 Workshop, Visibility and Evaluation (in Romania):**

* To discuss:
  + Workshop / to help drafting an action plan for implementing measures in Moldova libraries if this is something you would like.
* *Communication:* The visit will be announced on the website of the association and on social media. Effective communication during the 3-day visit will be ensured through daily briefings, dedicated communication channels (such as email groups or messaging apps).
* *Evaluation:* will be carried out through participant feedback forms, interactive discussions at the end of each day, and assessments of workshop outcomes to measure the acquisition of new skills and knowledge. If there are any tools to be used, please share with us.
  1. **Participants: 20**
* 11 STRIVE project librarians
* 1 Rayon Council Representant (Ina)
* 1 Specialist for library Department of Culture (Anenii Noi rayon Council) /Tatiana
* 1 IGSU prevention department representative
* 1 ABRM (Association of Librarians from the Republic of Moldova)
* 2 mayors from the partner communities
* 1 ACTED representant
* 2 BSF team member (Lucia and Stephane)

**6.5 Travel / Transport / Schedule** (Schedule and final planning: To come)

* 2 days travel
* 3 full days of meetings and visits

1. **Working methods and Deliverables**

* The organization plan and organize the study visit:
  + Plan the whole study visit;
  + Identify the libraries to be visited according to the objectives of the study visit;
  + Identify other relevant partner to be met (experts, mayors, etc.);
  + For each day, develop the precise schedule of the study visit;
  + Ensures logistical coordination of the study visit: coffee break, lunch (recommend restaurants), recommend accommodation, etc.
  + Supervises and facilitates meetings with various stakeholders (librarians, mayors, experts, etc.)
  + Lead/Facilitate daily debriefs with study tour participants;
  + Prepare an activity report on the study tour (with photos);
  + Provide other support required for a successful visit.

**Deliverables:**

* Document:
  + detailed study visit program: location, schedule by day, people to meet, etc. with a description and justification of the places to be visited and the (why?) the people to be met;
  + This document will also provide the names resource persons who will accompany the Moldova group;
* Document to be provided before the 25/02/2025 - :
  + Final report on the study tour with photos

1. **Successful applicant profile**

* The selected organization has experience in supporting communities to develop in a sustainable way and capitalize on local potential.
* Applicants undertakes to comply with the restrictive measures adopted by France, the European Union and the United Nations Security Council
* Expertise: libraries, DRR and knowledge
* The organization staff and members:
  + Have experience in implementing projects base on partnership libraries – DSU / IGSU;
  + Have experience in implementing projects in partnership with libraries from Romania and Republic of Moldova.

1. **Documents to be submitted**

**Program / Activities / Schedule**

**Budget**

**Organization Description**

1. **Modalities**

The mission will start as soon as possible.

The schedule of deliverables will be communicated at the beginning of the mission.

The mission will end when all deliverables are handed in, no later than **February 20, 2024**.

Remuneration for this assignment will be fixed by mutual agreement between the parties following a financial proposal from the candidate. The total amount will be paid by bank transfer in two instalments, according to the following conditions:

* 70% at the start of the assignment
* 30% upon validation of all deliverables by BSF.

Payments will be made in EURO from France.

1. **Contact**

The application must include a technical note Study tour plan, a Budget proposal and the CV of the applicant organization.

 Please send your proposal by email to:

* Roman Marin: [roman.marin@bibliosansfrontieres.org](mailto:roman.marin@bibliosansfrontieres.org)
* Submission deadline: **January 14, 2025**