



**Global Disaster
Preparedness Center**

Terms of Reference Urban Heat Action Plan Evaluation

About the GDPC

The Global Disaster Preparedness Center¹ (GDPC) is a joint venture between the International Federation of Red Cross and Red Crescent Societies (IFRC) and the American Red Cross. The GDPC aims to expand and enhance disaster preparedness capacities of the global Red Cross Red Crescent (RCRC) network through a service-oriented, demand-driven approach. The GDPC focuses on three areas of service: knowledge management, technical assistance, and research and works in close cooperation with the [IFRC](#) and the [Red Cross Red Crescent Climate Centre](#) in extreme heat among other topics.

Project Context

Globally frequency, duration, and intensity of extreme heat events are increasing and their impacts are intensified in cities due to the urban heat island effect. The 2023 IPCC report indicates that cities are places where hot extremes have intensified and where observed climate change has caused adverse impacts on human health, livelihoods and key infrastructure (high confidence), and that these impacts are likely to continue to intensify as climate change progresses and the human population becomes increasingly urbanized (though rural populations also face heat risks).

Increasing heat risks combined with rapid urbanization trends, especially in Africa and Southeast Asia, and aging population trends, for example in Europe, result in a need to scale action to prevent impacts on lives, health and wellbeing. Recognizing this need, the GDPC has been supporting heat action at multiple levels, from individual to household, community and city levels. One of these actions is advocating for and facilitating development of multi-stakeholder city heat action plans. There are also an increasing number of cities developing Heat Action Plans (HAPs) in all regions.

As a general definition, a Heat Action Plan (HAP) provides a framework for implementing, coordinating and evaluating extreme heat action across different timescales in the respective city, in order to minimize the negative impacts of extreme heat on the health and livelihood of the city's residents.

¹www.preparecenter.org

Research Overview

Problem Statement

City residents and businesses are facing growing life threatening risks due to extreme heat mainly due to lack of information about risks, preventive actions and in general lack of systemic preparedness for extreme heat at the city level.

The city HAP process aims to reduce the heat related morbidity and mortality and make cities livable but there is not enough evidence to what extent the current modalities and implementation of the HAPs achieves this aim.

GDPC and other organizations/cities lack a credible methodology to measure the effectiveness of HAPs in different contexts e.g. global south vs north, sizes of cities, and different climate zones.

Research Purpose

GDPC is seeking a consultant to undertake following tasks:

- A. Develop a methodology to measure the effectiveness of HAPs to reduce heat related morbidity and mortality, loss of livelihoods, and other impacts in cities.
- B. Identify a shortlist of potential HAPs to assess, including low and middle-income countries.
- C. Apply this methodology in at least ten cities to evaluate the effectiveness of the HAP.
- D. Synthesize findings on what currently works well and doesn't work well in HAP process development, implementation and efficacy.
- E. Finalize an assessment methodology for future use by integrating learning from the evaluation.

Methodology

1. Develop a methodology for the evaluation of HAPs including primary data collection such as interviews.
2. Conduct a light desktop review to identify a shortlist of cities implementing HAPs.
3. Select pilot cities to carry out evaluation of the HAPs.
4. Develop a final report synthesising the findings and recommendations.

Target Audience

The main audience for this study is the Red Cross Red Crescent and cities involved in Heat Action Planning.

Anticipated Use of Study Findings

The study findings will be utilized to inform improvement of the HAP process and replicate or scale good practice.

Dissemination Plan

Dissemination mechanisms will include PrepareCenter.org and an internal webinar. Individual National Societies or municipalities involved in HAP may receive tailored summaries including relevant details based on their context.

Deliverables

The following reflects required deliverables expected as part of this consultancy.

1. Inception report and study design for approval.
2. First version of the methodology for the evaluation.
3. Testing of the methodology in two cities.
4. Final report synthesising the findings and recommendations..
5. Final methodology for the evaluation of HAPs
6. Slide deck to promote the methodology.

Timeframe

The duration of the consultancy for this study will be June - August 2025.
No more than 60 days should be budgeted for completion of the research project.

Qualifications

- Demonstrated experience in evaluating heat-health interventions
- Demonstrated experience in qualitative data collection and analysis
- Technical expertise in extreme heat, climate change adaptation and urban resilience
- Experience conducting research on similar programs strongly preferred
- Fluency in English required
- Availability to travel to study locations is required.

Application & Selection Details

Application Materials

Interested and suitable candidates should submit an application package which includes the following. Please note that any proposal which does not contain all items will be rejected.

1. Statement of Interest & **Summary of Experience** (see below).
2. Study proposal outlining and describing proposed deliverables, including a work plan
3. Financial proposal, including cost breakdowns per major activity/deliverable.

4. **Detailed CVs** of all professionals who will work on the evaluation. If there is more than one consultant on the proposed study team, please attach a table describing the level of effort (in percentages) of each team member in each of the study activities.
5. **Professional references:** please provide two references from your previous clients.

Summary of Experience

The **Summary of experience** should be no more than one page and should include the following:

1. Experience in leading research of climate, development, urban, or humanitarian projects/programs,
 - a. number of research studies conducted/led (with dates, locations and names of organizations)
 - b. number of research studies served as team member
2. Experience in quantitative data collection and analysis
 - a. numbers of years of experience
 - b. tools/methods used in past
3. Experience in qualitative data collection and analysis
 - a. numbers of years of experience
 - b. tools/methods used in past
4. Technical expertise extreme weather events and/or urban context preferred
 - a. number of years of experience
 - b. specific areas of expertise

Application Procedures

Applications should be submitted to the GDPC at gdpc@redcross.org. Please combine all application materials into a single file (with the exception of team member CVs which may be sent as separate attachments) in PDF format, with the naming convention of "CompanyName_HAP_Evaluation" and "Lastname_CV".

Incomplete applications, improperly formatted applications, or those received after the below deadline will not be considered.

Deadline for Submission

Application packages should be received no later than **11:59pm EST on 18 May 2025**.

Selection Criteria

Candidates will be evaluated and selected based on the following:

1. Capacity to complete the study in required time frame
2. Experience conducting similar studies
3. Expertise in program areas
4. Experience in suggested research methods
5. Cost