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| **TERMS OF REFERENCE** | |
| Title of the Consultancy: | Consultancy Services to Collect and Identify Best Practices in 4 Countries (Cameroon, Kenya, Rwanda, and Malawi) |
| Consultancy type:  *(Individual or firm)* | Individual |
| Directorate & Division | Programme Delivery and Coordination/ Environmental Sustainability |
| Contact Person: | Benjamin Akobundu |
| Procurement Number (from procurement plan) | 03/AUDA/PDCD/ES/ICS/2022 |
| PR Number | 10008545 |
| **Background**  African forests and landscapes are under significant pressure and are severely compromised. The continent loses approximately 2.8 million hectares of forests each year and about 50 million hectares of land is affected by degradation[[1]](#endnote-1). FLR as a process of regaining ecological functionality and enhancing human well-being across deforested or degraded forest landscapes presents opportunities to improve livelihoods and lift people out of poverty. FLR also provides prospects to improve soil fertility, stabilize food production and reduce food insecurity, while protecting biodiversity and restoring the integrity of ecosystems to benefit from ecosystem services. The International Climate Initiative (IKI) Programme: Large-scale Forest Landscape Restoration (FLR) in Africa: Tree-rich landscapes to foster biodiversity, climate change resilience and better livelihoods”project thus aims at increasing the economic, ecological and climate related benefits from large-scale FLR in the partner countries (Cameroon, Kenya, Rwanda and Malawi). Leveraging on our proximity to the African Union and the four implementing countries (Cameroon, Kenya, Rwanda & Malawi). AUDA-NEPAD’s contribution towards the programme entails implementing the communication, monitoring, and learning efforts at the regional level. Additionally, AU-DA-NEPAD will also work to trigger and mobilize multi-lateral IDA, especially at regional level. | |
| **Rationale**  The IKI-FLR project will provide field support, capacity building and policy advice to restore FLR at ground level, unblock large-scale FLR, leverage resources for FLR, share FLR experiences and monitor FLR results. By establishing new carbon stocks and reducing pressure on existing ones, this project mitigates climate change, increases resilience, and protects biodiversity. More specifically, the programme contributes to the FLR of 100,000 ha pledged by Cameroon, Kenya, Rwanda, and Malawi under the AFR100 to improve the resilience of subsistence farmers and pastoralists towards the negative impacts of climate change. The primary objective of AUDA-NEPAD in the implementation of the IKI programme is to increase the ambition level for FLR in partner countries by better knowledge management and sharing, including impact monitoring and learning (Output IV). The project also contributes to resourcing FLR by allocating additional IDA, national budget, and private sector financing to FLR (Output III). | |
| **The objectives of the assignment**  The objective of the consultancy is to collect, identify and document best practices and lessons learnt in the 4 partner countries to acquire and disseminate knowledge, strengthen institutional capacity , and foster cooperation. The consultancy will contribute to a growing body of continent-wide best practices in FLR, including gender-sensitive approaches which will be shared with the global community of practice and the AFR100 monitoring group. | |
| **Scope of work, activities and Tasks**  The scope of the assignment will involve engaging with various partners from the four IKI consortium countries, partners and the AFR100 Monitoring Working Group to design mechanisms for gathering lessons learned, best practices, compile and systematize these lessons learned into case studies, and knowledge reports for dissemination by AUDA-NEPAD using existing knowledge sharing platforms including South-South knowledge exchanges, including but not limited to:   * Desk review: Conducting desk review using existing documentation on FLR and case studies on best practices from the four countries and across the continent; * Comprehensive analysis and present of guidelines, lessons learnt and best practices in FLR in Africa. These guidelines and case studies can be used to develop a framework for investments related to FLR in Africa. * Engagements and Interviews: To obtain more detailed information in order to generate lessons learned and best practices, conduct focus interviews with project country stakeholders, focal points, Government Officials, key individuals/community groups, etc and attend meetings of the AFR100 monitoring working groups and a wider cross section of stakeholders; * Identifying, exploring and sharing innnovative practices to enhance FLR project implementation; * Support the AFR100 Secretariat in communication with various partners, sharing information and lessons through partner organizations’ websites, as well as through workshops and conferences at subnational, national level, and continental level * Provinding inputs and support in the compilation of AFR100 reports, knowledge products and publications and provide comprehensive project management support to AUDA-NEPAD during the period of assignment * Contribute to the dissemination of the assignment’s outcomes within the consortium partners organisations by providing regular updates to the AFR100 Secretariat, and identfiying linkages with various AFR100 Working Groups. | |
| **Capacity Building Program**  ‘if applicable” | |
| **Expected results and deliverables**  All deliverables, such as reports, plans and other information, should be submitted to the project manager for acceptance and/or approval, to reach the milestone planned and continue to the next project phase. The consultancy is expected to deliver the following deliverables and work products, which will be submitted in suitable electronic format (html, pdf, and excel, word etc).   1. **Inception report - which shall consist of the detailed Project Work Plan to carry out the assignment.** This includes report outline the description of work, including a clear methodology for collecting, mapping and “packaging” of existing best practices in FLR, and detailed process diagrams for lessons learnt from the continent. The report should provide references. 2. **Implementation plan - which clearly defines, step-by step, the scale up, approach and methodology.** This will include an Action Plan as one consolidated document, which shall include strategies, activities and operational goals to be implemented with specified time frames; and budget where necessary. 3. **Draft Report -** A detailed draft report which shall include best practices from the continent, lessons learnt in the implementation of the IKI-FLR Africa Programme in 4 countries; including case studies, online desk review results, and interviews with key stakeholders from the AFR100 initiative. 4. **Final Project Report –** Including but not limited to the following sections: Executive Summary; Introduction; Objectives Statement; Methods and Resources; Results (best practices, case studies, desk review results, and interviews with key stakeholders); Conclusions (findings, challenges and limitations, lessons learned); Communications and Knowledge management strategy (roadmap) for FLR in Africa. Include references and project related addenda, where required. | |
| **Location**  The work is primarily desk-based research and analysis and can be conducted at any suitable location. Consultation meetings between the AFR100 Secretariat, country stakeholders, the AFR100 Monitoring working group and the consultant shall be held remotely. | |
| **Timeframe of the assignment**  The indicative starting date of the consultancy is envisaged to be November 2022. The Consultancy shall be completed within a period of three (3) calendar months from the date of signing the contract. | |
| **Deliverables/Reports/Milestones Schedule**   |  |  |  | | --- | --- | --- | | **Milestone** | **Estimated Duration** | **Delivery Period** | | Inception report and Implementation Plan | 2 Weeks | TBD | | Submission of Draft Report | 1 months | TBD | | Submission of Revised Report | 1 months | TBD | | Submission of Final Report | 2 Weeks | TBD | | |
| **Submission & approval of reports**  All reports will be submitted in electronic format to the AUDA-NEPAD AFR100 Project Manager and will be AFR100 report format will be predefined and agreed by both parties at the time of project kick-off. | |
| ***Language requirements***  All communication and reports of the consultancy shall be in English. | |
| **Consultancy fees**  The Individual Consultant should propose a professional fee, reimbursable and miscellaneous costs to undertake the assignment (budget). AUDA-NEPAD will provide a fixed sum of amount that includes both the professional fee, reimbursable and miscellaneous expenses. Should there be travel, both parties need to discuss and deliberate as to who responsible for all travel, transport and accommodation costs (from the package) in relation to the assignment during the negotiation process. | |
| **Person Days/Months**  The Consultancy shall be completed within a period of three (3) calendar months from the date of signing the contract). | |
| **Governance, support and facilities to be provided by AUDA-NEPAD**  AUDA-NEPAD will facilitate the consultant with letters of introduction to AFR100 partners, countries and other stakeholders if requested. | |
| **Proposed Payment Schedule**  TBD at the negotiation stage | |
| **Experience of the Firm** | |
| **Qualification and work experience required for Key Experts**   1. At least an advanced tertiary qualification in Agriculture Science, Biological Science, Environmental science, Agric Economics, Forestry, or any related field. 2. At least 5 years in knowledge management, preferably in similar assignments. Knowledge and experience in FLR are an added advantage. 3. Demonstratable understanding of the International Climate Initiative (IKI) Programme: Large-scale Forest Landscape Restoration (FLR) in Africa: Tree-rich landscapes to foster biodiversity; 4. Ability to provide overall guidance to the assignment and provide comprehensive project management support to AUDA-NEPAD during the period of assignment; and 5. Excellent analysis, report writing, knowledge management and communication skills. | |
| **Proposed Evaluation Criteria**  **(Firms)** | |
| **Copyrights**  Both data and materials used will be submitted to AUDA-NEPAD who retain copy rights to the report. Consultants may not divulge, extract or quote national data or make reference to the outcomes of this assignment in other work without the expressed written permission of AUDA-NEPAD. | |

1. [↑](#endnote-ref-1)