

# REDD-Forestry and Climate Change Cell

Ministry of Forests and Soil Conservation  
Babarmahal, Kathmandu, Nepal

## **Terms of Reference**

### **Training-of-Trainers about REDD: (FCPF/REDD/S/IND-12)**

#### **1 Background and rationale**

Reducing Emissions from Deforestation and Forest Degradation (REDD) is evolving as a means to reduce forest sector carbon emissions through appropriate forest management practices and enhanced forest governance both in the forestry sector and related sectors. The World Bank has established the Forest Carbon Partnership Facility (FCPF) to assist developing countries in their efforts to reduce their emissions from deforestation and forest degradation. Nepal has been selected as a FCPF country.

Consultation and outreach activities have emerged as a foundation for Capacity building of REDD related stakeholders. Some initiatives for capacity building are already in place. Examples of these initiatives include the RECOFTC/FECOFUN-REDD capacity building project and the NEFIN-REDD awareness-raising program. Extensive awareness and capacity building activities are important in REDD readiness stage (phase one) to prepare Nepal for effective implementation of REDD+ activities in the demonstration phase (phase second). The training of trainers (ToT) has been envisioned as an entry point to lay cornerstone for capacity building and outreach activities in upcoming years under the FCPF and other bilateral funding. This task is, therefore, expected to develop a strong REDD+ trainer's network that will take lead role in awareness raising and capacity building in REDD+ implementation at local level in future.

#### **2 Objectives**

The objective of this task is to develop a comprehensive REDD+ training package that incorporates training resources on different REDD+ themes and lead REDD+ trainer's network to enhance the capacity of relevant stakeholders at regional and district levels.

### **3 Specific tasks**

#### **3.1 Development of Training Manuals**

The consultant will develop a theme based ToT training packages that will incorporate basic understanding of REDD+ policy architecture and REDD+ elements in general and in particular to Drivers of deforestation and degradation, strategic options to address the Drivers, Reference emission baseline, Forest monitoring, MRV system, Safeguard systems, Reversibility, Risk and Uncertainty, Buffer stocks, non-carbon benefits, benefit sharing are few of them. In addition to that the consultant will also design, test and finalize three thematic guidelines that help mid-level forestry professionals and local community leaders to measure and record forest carbon stocks, forest carbon stock change over time and effectiveness of REDD+ activities in local forests. These guidelines will be tested in regional and district level ToT training.

#### **3.2 Training of Trainers (ToT)**

The consultant will conduct five events of ToT training (one in each Regional Forest training Center). After training the participants will facilitate as lead trainer in two District level ToT under the supervision of the consultants. The consultant's key tasks will be as follows:

- (a) Carry out five events of ToT in Regional Forest Training Centers for participants from the respective districts (participants will represent from GoN, CSO, IPs).
- (b) Supervise two events of ToT in two districts (preference will be given to TAL districts) in each Region targeting participants from GoN, CSO, IPs;

#### **3.3 Curriculum development support for forestry and other academic institutions**

The consultant will also develop a package of REDD+ courses for Bachelors and Masters level students in forestry and other relevant academic field.

### **4 Expected Output and Deliverables**

The consultant will submit a comprehensive training report incorporating list of trainers and participants from Regional and District level training events. In addition, the consultant will also submit a package of final REDD+ training materials developed for tasks 3.1, 3.2 and 3.3

### **5 Training approach**

#### **5.1 Methodology**

The consultant will first carry out extensive review of REDD+ related training resources developed by national and international organizations to understand the key messages and its relevancy to Nepalese context. After stock taking of training resources, the consultant will then consult with relevant stakeholders to understand their concern and priority in

REDD+ related awareness and capacity building issues. The consultant can use additional training experts to assist him/her in developing training materials and delivering ToT training in Regions and Districts.

The consultant is advised to follow following steps for consultations:

- Consult with key informants of REDD multi-stakeholder forum and CSO/IPOs alliance for REDD;
- Consult with NEFIN, ANSAB, FECOFUN, NAFAN, RECOFTC, and IoF;
- Consult with the noted experts in this field;

## **5.2 Work plan**

The consultant is expected to prepare an inception report with a detailed work plan that shall guide the process. This work plan will propose thematic areas to be covered, methods to be adopted and expected timeline. Based on this work plan, a detailed plan will be discussed and finalized jointly by the consultant and the REDD Cell.

## **5.3 Time Frame and Work plan**

The consultant's services are scheduled for up to six months starting from March, 2014.

## **6 Qualification/experiences and competency of the consultant**

Services for the ToT task will be solicited from an individual consultant with a proven track record in curriculum development and training delivery. The consultant is expected to have a strong background in capacity building and ToT in forestry and climate change related issues. Consultants with previous experience in REDD+ related training will have additional advantage in this task. However, the consultant can take assistance of other relevant experts as helping hands to deliver the products in consultation with REDD Cell. The Individual consultant for this task must be a national with at least master degree in Natural science with proven tracking record in human resource development.

## **7 Client's Input to the Consultant**

REDD Cell will dedicate a supervising officer to oversee the contract and help to develop training material. The supervising officer will coordinate with other government agencies as when needed or demanded by the consultant.

## **8 Reporting Requirement**

The consultant shall submit an inception report within the first week of the contract agreement describing the consultant's plan of actions in consultation with RED cell. This report shall also be accompanied with a work/ time schedule to confirm that the final

submission will be timely made. The inception report must be approved by the client to precede the further work. During the time of work, a focal officer from REDD Cell will be assigned to keep tracking of the consultant's work and performance. A well referenced report (electronic copy-MS word and PDF as well as three hard copies in Nepali and a synthesis report of this assignment in English language) shall be submitted to the client within six months of signing of the contract agreement. Upon the final review by the client of the submitted draft documents and the ensuing communication, the consultant shall prepare and submit final five hard copies and one e-copy in window-word of those documents to REDD Cell.

## **9 Payment Schedule**

REDD Forestry and Climate Change Cell shall make payments to the consultant based on the consultant's financial proposal and the payment schedule agreed upon during negotiations held prior to signing of the contract.

## **10 Consultant's Selection Method**

An individual consultant will be selected in accordance with the procedures set out in the World Bank's Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers, January 2011 adopting the selection method of "Selection of Individual Consultants".

Evaluation criteria will be based on the "selection of individual consultants" focusing on relevant experience, qualifications and capacity to carry out the assignment.