

**TERMS OF REFERENCE FOR A SHORT-TERM CONSULTANT TO
CONDUCT A COMPARATIVE STUDY OF IMPLEMENTATION
MODALITIES IN OTHER CFRS**

- POST TITLE:** Consultant To Conduct A Comparative Study Of Implementation Modalities In Other CFRs.
- AGENCY:** Uganda Timber Growers Association (UTGA) and Fairventures Worldwide.
- PROJECT NAME:** Development of a Sustainable Business Model (SBM); Jubiya CFR Comparative study.
- COUNTRY OF ASSIGNMENT:** Uganda.

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1. BACKGROUND

Fairventures WorldWide (FVW) Uganda got funding from the German Ministry of Economic Cooperation and Development (BMZ) to support the development of sustainable business models for reforestation in Uganda. Uganda Timber Growers Association (UTGA) was identified as the local promoter for the project because of its proven track record in implementing such projects. UTGA will ensure that its implementation results are satisfactory to the beneficiaries and the donor. The project's success will be fundamental in securing additional funding for the bigger project. In the Development of Sustainable Business Models (SBM) project, UTGA and FVW are seeking a qualified national consultant to assist the project team conduct a comparative study to look for examples of how other CFRs can be managed in a way that benefits both concession holders and local communities where possible, while also being environmentally sustainable. This will facilitate the creation of ecologically and economically sustainable business models.

2. OBJECTIVE OF THE ASSIGNMENT

To look for examples of how other CFRs can be managed in a way that benefits both concession holders and local communities where possible, while also being environmentally sustainable.

3. SCOPE OF WORK

With support from the project team, the consultant will conduct a comparative study and consolidate existing related works and studies including gap analysis in the management of CFRs in the country. These inputs and other studies recommended through the gap analysis will feed into the development of a sustainable business model.

1. Define and submit a detailed methodology and work plan.
2. Identify CFR-related models in various locations for study.
3. Visit the suitable CFRs and discuss with local authorities, communities, and other stakeholders the management of CFRs.
4. The comparative study will be presented in a workshop for discussion with about 20 representatives of the forestry authority (NFA) and other stakeholders (CSOs, CBOs, Forest investors, and the UTGA Board).

4. DURATION OF ASSIGNMENT

FVW/UTGA shall hire the consultant for 16 working days in March 2023. The consultant will be home-based with travel to the project area in Uganda, working closely with the project team. S/he will be expected to travel to collect baseline data once the sites are confirmed and agreed upon. The list of study sites will be identified based on consultations with the Project Team.

5. FINAL DELIVERABLES

The key deliverables of this assignment are;

1. Identification of existing opportunities, gaps, and additional feasibility/baseline studies.
2. Report of comparative results from the two CFRs for the strategies used in the management.
3. Detailed report with recommendations on how Jubiya CFR can be managed in a way that benefits both restoration efforts and local community livelihoods, while also providing ecosystem services.
4. Final report incorporating the feedback from the discussions with the stakeholders.

6. PROVISION OF MONITORING AND PROGRESS CONTROLS

The Consultant will work closely and receive technical guidance and support from the project management team. UTGA and FVW will ensure that the methodology of the assignment is aligned with the intended objective of the assignment, and monitor the quality of the final products.

7. DEGREE OF EXPERTISE AND QUALIFICATIONS

Education and Experience

- a) Masters or higher degree in Forestry, Natural Resources Management, Environment Management and related disciplines. Working knowledge in Climate justice, Social ecology are an added advantage.
- b) A minimum of 5 years of demonstrable experience in forestry and/or natural resources management.
- c) Experience in working with government institutions, civil society/private organizations and local communities
- d) Extensive knowledge and understanding of the forestry sector in Uganda; best national and global practices in sustainable forest management.
- e) Knowledge of the Forest stewardship council certification is an added advantage

Competencies

- a) Excellent analytical, report writing and communication skills.
- b) Excellent command of the local language, customs and traditions of the project area.
- c) Excellent organisational skills.
- d) Ability to prepare publications, reports, and presentations.
- e) Ability to manage and work with a multidisciplinary and multicultural team.

8. RECOMMENDED PRESENTATION OF OFFER

The consultant should submit the following documents:

- a) Duly accomplished Letter of Confirmation of Interest and Availability;
- b) Personal CV (and of other team members if any), indicating all experience in similar projects, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references;
- c) Cover letter (maximum of 1 page)
- d) Technical and Financial proposal indicating an all-inclusive Lumpsum contract price, supported by a breakdown of costs (including daily fee, per diem, travel costs, etc.).
- e) Appraisal and feedback from past clients/organisations on related assignments

9. CRITERIA FOR THE SELECTION OF BEST OFFER

The following criteria shall serve as a basis for evaluating the offers:

Combined Scoring method – where the qualifications and methodology will be weighted a maximum of 70%, and combined with the price offer which will be weighted a max of 30%.

Criteria	Weight	Max. Point
A. Technical	70	
1. Academic Background		10
2. Core Competencies		10
3. Experience related to the assignment		20
4. Adequacy of the proposed methodology and work plan		30
Sub-total A. Technical		70
B. Financial	30	30
Sub-Total B. Financial		30
Total (A+B)		100

10. PAYMENT TERMS

The selected consultant will be paid upon certification from the project manager in the following manner:

Expected Deliverables	Payment in percentage	Expected deadline
Submitted a detailed methodology and work plan	50%	08 March 2023
Draft report: The comparative study presented to and discussed with about 20 representatives of the local forestry authority, NFA and other interested stakeholders (NGOs, investors, UTGA Board) in Kampala in spring 2022.		16 March 2023
Final Report: The results are incorporated into the English-language study, which will subsequently be printed and distributed to interested organizations.	50%	24 March 2023

The currency of payment is Uganda Shillings.

11. SUBMISSION DATES

The proposal should be submitted in electronic format by 28 February 2023 to info.uganda@fairventures.org