

**EXPRESSION OF INTEREST
FOR ESTABLISHMENT OF COMMUNITY BASED ORGANIZATIONS**

Government of the Punjab in collaboration with United Nations Development Programme (UNDP) and Global Environment Facility (GEF) has launched the project "Sustainable Land Management Programme to Combat Desertification". The programme focuses on sustainable land management in arid and semi-arid regions of Punjab. This project is an up-scaling phase of SLMP pilot phase project to be implemented in 4 districts in Punjab provinces i.e., Chakwal, Khushab, Layyah and Bhakkar. The project will depend on the strong commitment of Government of the Punjab and the involvement of key stakeholders, in particular those at the community level.

For successful implementation of SLM activities, it is planned to formulate community based organizations at village level for which the project will establish or revive CBOs/NGOs in the project areas. The aspect of gender mainstreaming in promoting SLM will be given high priority, with the aim of minimum 20% female participation in implementation of the pilot interventions. The continued existence of the CBOs after completion of the project will ensure sustainability of the SLM activities in the future.

SCOPE OF WORK AND EXPECTED OUTPUTS:

1. Formation of Village level Community Organizations with minimum 25 members with considerable participation of women.
2. Organization and functional mechanism of the CBO to be formulated with mutual agreement between the IP and the CBO.
3. Awareness rising and capacity building of target communities in planning and implementation of village land use plans and other field activities
4. Conduct participatory resource assessments/surveys through techniques like Participatory Rural Appraisal and Planning (PRAP) integration into the overall land use plan.
5. Baseline survey of the area identifying the social and cultural needs as well as socio-economic and ecological demands of the community and social vulnerability.
6. Capacity building of CBOs in Land Use Plan Development, Climate Change Adaptation, Agro-forestry, NRM, dry land management and Integrated Water Resource Management.
7. Training on development of resource specific business plans and SLM funds
8. Trainings on execution of business plans and management of SLM funds
9. Community mobilization, awareness raising and advocacy, community leadership, negotiation, communication skills and conflict resolution.
10. Development of strong linkages of communities for effective & participatory implementation of project's physical activities, viz. site selection, implementation monitoring etc.

Minimum Requirement from the Institution

Organizations who seek to submit proposals must meet the following requirements:

- Well established CSO/NGO meeting all legal requirements.
- Must have registration with affiliated institutions/organizations.
- Strong performance record and sufficient experience on similar assignment.
- NGO/CSO based in Punjab.
- NGO/CSO with a clear mandate, governing body and established office/offices.
- Must have a clear organizational structure.
- Must have financial statement (Preferably audited) of the last three years.
- Must have previous experience of working with communities
- Should have partnerships experience with government / UN agencies /Donors/ foundations
- The NGO has been registered for at least five years

The detailed Terms of References (ToRs) are available on the website of P&D Department. The EO should be delivered to the office address below not later than 16:00 Hrs on **26.12.2016**.

**Secretary/PPD, SLMP-II
Planning & Development Department
Room No. 407, 3rd Floor, P&D Complex,
Punjab Civil Secretariat, Lahore
Ph: 042-99214210**



**GOVERNMENT OF THE PUNJAB
PLANNING & DEVELOPMENT DEPARTMENT
Sustainable Land Management Programme (SLMP-II)**

TERMS OF REFERENCE

ESTABLISHMENT OF COMMUNITY BASED ORGANIZATIONS

I. BACKGROUND

Pakistan's diverse geography contributes to the wide diversity in climatic conditions in different agro-ecological zones of the country. The far north of Pakistan reaches into the Karakorum Himalayan ranges, whilst the southern and western, and coastal regions are lowland plains of the River Indus. Two smaller mountain ranges (the Safed Koh and Sulaiman ranges) run along the western border of Pakistan. Pakistan is situated between the latitudes of 24° and 37° north and longitudes of 61° to 75° east, stretching over 1,600 km from north to south and 885 km from east to west, forming a rectangular territory covering about 880,000 km² with a coastline of 1,046 km. Due to its highly diverse physiographic and climatic conditions, Pakistan has been classified into 11 geographical, ten agro-ecological, and 9 major ecological zones. Given its borders with Iran, Afghanistan, China and India, Pakistan occupies a geopolitically important location at the crossroads of South Asia, the Middle East and Central Asia.

This project is an up-scaling phase of SLMP pilot phase project to be implemented in 4 districts in Punjab province. It will assist the Government of the Punjab to achieve the long-term goal – "to combat land degradation and desertification" with the primary objective - "To promote sustainable management of land and natural resources in the arid and semi-arid regions in order to restore degraded ecosystems and their essential services, reduce poverty, and increase resilience to climate change". The project will depend on the strong commitment of Government of the Punjab and the involvement of key stakeholders, in particular those at the community level.

Government of the Punjab in collaboration with United Nations Development Programme (UNDP) and Global Environment Facility (GEF) has launched the project "Sustainable Land Management Programme to Combat Desertification". The programme focuses on sustainable land management in arid and semi-arid regions of Punjab i.e., district Chakwal, Khushab, Layyah and Bhakkar.

II. OBJECTIVES OF SUSTAINABLE LAND MANAGEMENT PROGRAMME PROJECT INTERVENTIONS

The project will deliver three outcomes: Outcome 1: Strong enabling environment at national and provincial levels supports up-scaling of SLM practices; Outcome 2: Effective, targeted and adaptive implementation of SLM Land Use Planning & Decision Support System; Outcome 3: On-the-ground implementation of climate-resilient SLM activities is up-scaled across landscapes.

For successful implementation of SLM activities, it is planned to formulate community based organizations at village level for which the project will establish or revive CBOs/NGOs in the project areas. The aspect of gender mainstreaming in promoting SLM will be given high priority, with the aim of minimum 20% female participation in implementation of the pilot interventions.

Decisions between the project and community will be through CBO resolutions, documented in CBOs meeting minutes. Terms of Partnership will be finalized and signed with each CBO. The continued existence of the CBOs after completion of the project will ensure sustainability of the SLM activities in the future.

III. SCOPE OF WORK AND EXPECTED OUTPUTS

1. Formation of Village level Community Organizations with minimum 25 members with considerable participation of women.
2. Organization and functional mechanism of the CBO to be formulated with mutual agreement between the IP and the CBO.
3. Awareness rising and capacity building of target communities in planning and implementation of village land use plans and other field activities
4. Conduct participatory resource assessments/surveys through techniques like Participatory Rural Appraisal and Planning (PRAP) integration into the overall land use plan.
5. Baseline survey of the area identifying the social and cultural needs as well as socio-economic and ecological demands of the community and social vulnerability.
6. Capacity building of CBOs in Land Use Plan Development, Climate Change Adaptation, Agro-forestry, Natural Resources Management, dry land management and Integrated Water Resource Management.
7. Training on development of resource specific business plans and SLM funds
8. Trainings on execution of business plans and management of SLM funds
9. Community mobilization, awareness raising and advocacy, community leadership, negotiation, communication skills and conflict resolution.
10. Development of strong linkages of communities with the stakeholder of the project for effective, participatory implementation of project's physical activities, viz. site selection, implementation monitoring and up scaling of the SLM interventions.

IV. KEY DELIVERABLES

1. Creation/strengthening and facilitation of CBO with community network.
2. Training for the members of the CBO in subjective areas defined in the scope of work in point 6.
3. Design, implement and supervise social and community mobilization campaign and activities with the support of (CBOs) in respective project areas.
4. Cooperate with the PCU and NCU team for finalizing the site selection for different on ground SLM upscaling resilient activities
5. Organization awareness raising and advocacy events subsequent to CBO formulation.
6. Monitoring of the CBO activities (a monthly monitoring report) should be submitted to SLMP
7. All communications between the Lead Agency and Community will be through CBO resolutions and documented in CBOs meeting minutes (karwai register). A Terms of Partnership (ToP) is to be finalized and signed between the IPs and the CBO.
8. Establish funding mechanisms for social mobilization of communities, their capacity building and guidance in community sustainability through the following;
 - i. Sustainable Business Plans
 - ii. Sustainable Land Management Funds and
 - iii. Public Private Partnerships

V. REPORTING

- i. Monthly progress reports to brief progress against target, challenge, and recommendation.
- ii. List of CBO members trained
- iii. Completion reports of awareness raising and advocacy events
- iv. Final Report. Within a month after the end of the Project timeframe, the Recipient will prepare a final report on the overall outcome of the activity reflecting the effectiveness,

relevance and quality of interventions with due respect to the future needs, recommendations.

VI. DURATION OF TASK COMPLETION

The total duration of the assignment will be spread over a period of 1 month, while the timeframe for the assignment is to be mutually agreed between the IP and SLMP Focal Person/ P&D Department till project gestation period.

VII. MINIMUM REQUIREMENT FROM THE INSTITUTION

Organizations who seek to submit proposals must meet the following requirements:

1. Well established RSP/NGO meeting all legal requirements.
2. Must have registration with affiliated institutions/organizations.
3. Strong performance record and sufficient experience on similar assignment.
4. RSP/NGO based in Punjab.
5. RSP/NGO with a clear mandate, governing body and established office/offices.
6. Must have a clear organizational structure.
7. Must have financial statement (Preferably audited) of the last three years.
8. Must have previous experience of working with communities
9. Should have partnerships experience with Government / UN agencies /Donors/ foundations
10. The RSP/NGO has been registered for at least five years

VIII. EVALUATION AND COMPARISON OF PROPOSALS

- A two-staged procedure is to be utilized in evaluating the proposals. The technical proposal is evaluated on the basis of its responsiveness to the Term of Reference (TOR). In the second stage, the price proposal of all bidders will be compared.
- Technical Evaluation 70 % and 30 % Financial as explained below

IX. EVALUATION OF APPLICATIONS

- 1) Capacity of Organization to manage proposed project (20%) (*Results of previous similar projects, previous coordination with the Government, UN Agencies and international donors, demonstrated monitoring and reporting procedures*)
- 2) Experience working in proposed geographical areas (20%) (Previous projects in this area, demonstrated knowledge of the local reality, demonstrated coordination with local authorities)
- 3) Understanding of the social / community mobilization challenges in these area (10%) (The organization should outline their understanding of the concept of social or community mobilization and its application in the current context)
- 4) Quality of the project proposal – (20%) (Incorporation of the following elements: youth, gender, innovation, sustainability, communication & community mobilization strategy, coordination structure)
- 5) Financial proposal (30%) (Realistic and cost-effective budget preparation)

X. PAYMENT SCHEDULE

The assignment is required to be completed within the period indicated above.

- 30% payment upon submission and approval of work plan and inception report by PCU Punjab of SLMP-II.
- 70% payment of total budget will be made on completion of all tasks and submission of all report.