

## **DRAFT TERMS OF REFERENCE:**

### **CONSULTANCY SERVICES FOR PROJECT BASELINE STUDY**

1. **Background:** The Meghalaya Basin Development Authority (MBDA) has applied for financing from the World Bank towards the cost of the Meghalaya Community Led Landscape Management Project (CLLMP). Project will be implemented by Meghalaya Basin Management Agency (MBMA). Major components of the proposed project are: ”

- To strengthen community-led natural resources management with landscape approach in the State of Meghalaya.
- To facilitate community-led planning by providing support, technical inputs and funding. The community will be engaged at the very early stage of the project planning.
- The Meghalaya Community Led Landscape Management Project (CLLMP) will work with the communities broadly in the area of forest and water and will help in identifying activities for degraded forest, soil and water conservation, restoration of springs and water bodies, nature based tourism, agro-forestry and homestead forestry. The project will enhance skill and technical capacity of communities along with strengthening support to social system.

2. **The Scope of work:**

The MBMA is looking for engaging an agency to conduct a study on Project Baseline Survey. Broad scope of work though not exhaustive is listed below:

- a) To conduct Assessment of community conservation practices and knowledge.
- b) To develop and pilot the baseline survey instruments.
- c) To develop the survey sample design.
- d) To recruit and train survey enumerator field staff and supervisors.
- e) To secure and maintain all necessary equipment for data collection and entry.
- f) To identify and locate households to be interviewed according to the sample design.
- g) To undertake the baseline collection of data from households in the treatment and control groups.
- h) To set up a data entry system for this instrument that will allow for errors to be identified as data entry occurs and which also includes double entry of all questionnaires and which will result in a clean baseline dataset according to standard methodologies.
- i) To conduct analysis of data using SPSS or other software and present major findings in terms of descriptive statistics in a final report.
- j) To undertake data collection from households in the control groups.

### 3. **Key result expected**

- Methods of management of traditional knowledge on Natural Resources
- Governance process and community participation in decision making on management of natural resources
- Awareness among the community on level of degradation of natural resources and its impact
- Experience and capacity of village level traditional institutions in developing landscape management plans and managing such projects
- Conflict resolution mechanism on issues of NRM / landscape related disputes
- Environmental and social safeguards followed by village level institution in management of their natural resources.
- Village level institutions and their effectiveness in management of landscapes / natural resources
- Level of facilitation on government agencies in landscape management / NRM.

### 4. **Activities**

The following activities are expected to be performed by the selected consultant:-

1. PRA exercise.
2. Focus Group Discussion(FGD)
3. Baseline Data to be collected.
  - A. History of the village
  - B. Village Social Map and Resource Map
  - C. Seasonality of activities of the village
  - D. Village coping and adaptive strategy for climate change
  - E. Inflow and Outflow of the villages- For Goods and Services
  - F. Vision of the village
  - G. Awareness and sensitization of the Programs
  - H. Mobilization and training of Green Volunteers
  - I. Timelines
4. Preparation of draft report
5. Preparation of final report

## 5. Time Frame

The assignment is to be completed within a period of 6 (six) months from the date of signing the contract.

## 6. Key Experts required for the Assignment.

<b>Designation</b>	<b>Desired Qualification</b>	<b>Desired Experience</b>
Team Leader	Masters in Natural Resource Management, Economics, Agricultural Economics or related field with strong background in statistics and econometrics with minimum 5 years of relevant experience of conducting NRM surveys and long term association of working with the bidding firm.	10-15 Yrs

## 7. Reporting

The agency will work closely with MBDA Technical Team.

## 8. **Monitoring of Study**

The CEO of MBDA/MBMA will designate nodal person to follow up and monitor the study. The designated person will closely follow up with the selected agency and provide necessary guidance during the training of enumerators, questionnaire development, field testing, data collection, data analysis, consultation, preparation of reports. The progress of the assignment will be reviewed on fortnightly basis.