

INVITATION TO TENDER

National or international consultant – Community data analysis– Gabon and Republic of Congo

This invitation to tender is for a short-term consultancy for a Monitoring and Evaluation professional with data analysis skills to undertake a baseline study on community forest management bodies (CFMBs) for a large institutional grant, led by ClientEarth. Data collection was carried out by our two partners in Gabon and the Republic of Congo.

1. Position information

Duty station: Home-based.

Type of contract: Consultancy contract for a duration of no more than 12 days - between November and December 2021 – to be agreed on with selected consultant.

Preferred starting date: by end of November 2021 (depending on consultant's availability).

2. Context

ClientEarth is a non-governmental environmental law organization founded in 2007, and working in Gabon and the Republic of Congo since 2012. Our work seeks to support the development, implementation and enforcement of laws and public policies on forest governance. ClientEarth is leading a consortium to implement the project “Building Legal Bases for Sustainable Forests and Livelihoods”: a new five-year programme to protect forests in Gabon and the Republic of Congo. The partners of the Consortium are Brainforest in Gabon and the *Comptoir Juridique Junior* in the Republic of Congo. The work of the Consortium is funded by Norad under the Norwegian International Climate and Forests Initiative.

Our work builds on the central role that law plays in the development and implementation of community forest governance systems. Local communities and indigenous peoples (LCIPs) informally manage 22% of the carbon in tropical and subtropical forests worldwide. Our activities aim to ensure that legal frameworks recognize and protect the rights of LCIPs; and that the livelihoods of LCIPs contribute to the preservation of natural resources. The aim of the programme is to improve community forestry as a tool to enhance forest management and generate sustainable development.

The successful candidate will play an important role in establishing baseline information for the programme, by conducting an analysis of the data collected in the selected communities. The analysis of baseline data will allow the Consortium to better understand the situation at the start of the programme and, in turn, the changes brought about by the programme. Over the years, the programme will attempt to measure the change in knowledge, attitudes and practices of communities. This analysis will identify their level of knowledge and concerns related to access to forest resources and community forest management. The analysis will also inform the development of certain activities according to the identified needs.

3. Key tasks

The consultancy will consist of:

- 1) Analyse the data collected with surveys

Our partners have developed surveys with key questions to ask stakeholders in the communities. Our partners collected responses from stakeholders during identification missions in October and November. All data will be transcribed and available electronically.

The consultant will have the opportunity to talk through the survey to understand the intent behind it with the Consortium.

2) Write two reports (one report per country)

The consultant will provide a proposed report outline which must be approved by ClientEarth. The consultant will then consolidate all the data collected from each country into a short report (no more than 7 pages). The reports will measure some specific indicators of the logical framework and answer the following questions:

- What is the level of knowledge of the LCIPs on access to forest resources and land rights? What are the difficulties encountered by LCIPs when negotiating a benefit-sharing agreement, obtaining recognition of customary land rights, or establishing community forests? (*Republic of Congo*)
- What is the level of knowledge of the LCIPs on the management of community forests in accordance with the law? What are the problems or concerns of LCIPs related to their forest management and governance practices? What disputes / conflicts do communities encounter when managing community forests? (*Gabon*)

4. Method

The consultant will work in collaboration and coordinate with a contact from ClientEarth. Regular meetings will be organised via phone or Skype to coordinate and follow up on the work as it progresses, to provide comments and directions where needed.

The consultant will provide for their own office space, accommodation, transport within Monrovia, IT equipment and working materials.

In accordance with ClientEarth policies, the consultant will maintain absolute confidentiality about the consultancy and community participants at all times, and ensure working documents are kept secure.

The consultant will conduct this consultancy with reasonable care and skill and in accordance with best practice, complying with any applicable laws and regulations.

All research and analysis conducted during this consultancy will be the property of ClientEarth. Norad will hold a non-exclusive and royalty-free license to use all research and analysis.

5. Consultant profile

The consultant should meet the following selection criteria:

- Strong technical and analytical skills to analyse and interpret data;
- Previous experience undertaking evaluations and studies of large projects;

- Excellent communication skills in French (oral and written);
- Ability to perform qualitative data analysis and write reports;
- Knowledge of the gender-sensitive approach;
- An undergraduate degree;
- Computer literate ;
- Knowledge of community forestry, capacity building projects, forest governance legal frameworks, sustainable livelihoods, and / or the context of Gabon and / or the Republic of Congo.

6. Timetable and reporting

The assignment will start upon signature of contract. The contractor is scheduled to carry out all of the tasks as described above in no more than 12 days spread between November to December 2021 – to be discussed and agreed on with the selected consultant.

The consultant will provide two concise yet complete reports in French that describes the analysis outlined in Section 4.

Draft reports are to be submitted by the mid-December (to be confirmed when the start date is known) giving an opportunity for ClientEarth to review and seek clarifications from the consultant. A final report is to be submitted within 14 business days of ClientEarth's comments having been received

7. Remuneration

The total remuneration for this work will be determined after a discussion between ClientEarth and the consultant. The maximum number of days for this consultancy is 12 days. Consultants are invited to provide their daily rate.

The payment will be made in two instalments: 60% of the payment will be provided upon submission and approval of the draft reports and the remaining 40% will be provided upon submission and approval of the final reports.

8. Application process

Applications to the consultancy must include the following documents in English:

- Recent CV;
- An explanation of how the consultant will approach the tasks described;
- An indication of the time required to undertake the tasks described above;
- An indication of whether the task will be undertaken fully by one or more consultants; and
- An indicative workplan and budget, including daily rates (in pounds or euros).

All applicants must also confirm in writing that **none of the following situations** apply to them:

- a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.
- b) they or persons having powers of representation, decision-making or control over them have been convicted of an offence concerning their professional conduct by a final judgment;

- c) they have been guilty of grave professional misconduct;
- d) they have not fulfilled obligations relating to the payment of social security contributions or taxes in accordance with the legal provisions of the country in which they are established;
- e) they or persons having powers of representation, decision-making or control over them have been convicted for fraud, corruption, involvement in a criminal organisation or money laundering by a final judgment; and
- f) they make use of child labour or forced labour and/or practise discrimination, and/or do not respect the right to freedom of association and the right to organise and engage in collective bargaining pursuant to the core conventions of the International Labour Organization (ILO).

Applications must be submitted **before 18 November 2021** to: Rosalie Martel (rmartel@clientearth.org) and Benjamin Ichou (bichou@clientearth.org). Applications will be reviewed against a combination of technical and financial criteria.