**Terms of Reference**

**Building awareness and support REDD+ among forest dependent communities around Siam Reap**

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| Level | 1 National Consultant (Individual Contract) |
| Title: | National Consultant for investigating how to integrate REDD+ into community forestry management |
| Practice Area: | Building awareness and support REDD+ among forest dependent communities (Forests and Climate Change) |
| Duration: | One year |
| Duty Station: | Phnom Penh |
| Supervisor: | Dr. Sokh Heng, Forest Administration and REDD+ Taskforce Secretariat |
| Activity | 2.1c  |

# *Background*

The project involves a community forestry area in Siam Reap and will analyze how community forestry can be integrated as an important part of REDD+. This project analyses and identifies the challenges, constraints, and opportunities for communities to be involved in REDD+, the current needs for increasing awareness of the target stakeholders, and the effective means to strengthen the institutional arrangements of community forestry groups. In achieving these goals, consultation meetings and forums to promote awareness on the benefits and local costs of REDD+ will be conducted and findings and recommendations useful for the broader implementation of REDD+ in community forestry areas in Cambodia will be developed.

 The project is expected to:

* Increase awareness about REDD+ among CF stakeholders on REDD+ and the incorporation of REDD+ options in the CF Management Plans
* Identify challenges, constraints, and opportunities in implementing REDD+ including local costs of implementing REDD+ and identify approaches to motivate participation of CF in REDD+
* Motivate wider participation in REDD+; and
* Improve/strengthen the implementation of REDD+ in Cambodia among the CF communities.

The primary beneficiaries of the project are the CF communities.

# *Expected Outputs and Deliverables:*

* Increased awareness about REDD+ and climate change among CF members;
* Identification of the activities that can lead to reducing and halting the loss of forest carbon stocks or increasing forest carbon stocks;
* Synthesis of lessons learned on REDD implementation that includes analysis of the constraints, challenges, and opportunities of implementing REDD+ in the CF areas including the issues related to local costs and benefits of implementing REDD+.
* Report with 1) a proposal for appropriate and effective methods to involve CF communities in REDD+ implementation which will address costs and benefits and with 2) suggestions for the appropriate incentive based systems for involving the CFs, including possible alternatives to REDD+ ex-post result-based payments for emissions reductions.
* Draft policy notes on REDD+ implementation in the CFs that include 1) background of CF and REDD+, 2) challenges and opportunities for CF under REDD+ and 3) recommendations for CF under REDD+.

# *Supervision, teamwork and administrative support:*

The Consultant will report to the UN-REDD National Programme Director and on day-to-day basis will be supervised by Dr. Sokh Heng, Forestry Administration and the REDD+ Taskforce Secretariat.

***Monitoring and Progress Control***

The Consultant will be accountable for timely and quality outputs and report monthly to the REDD+ Taskforce Secretariat on progress compared to the work plan.

***Payment milestones***

The Consultant will be paid on a lump sum basis under the following installments

* (20 %) 1st payment, upon submission and acceptance of work plan of the assignment
* (20 %) 2nd payment, upon submission of synthesis reports based on meetings held
* (30 %) 3rd payment, upon submission of report on synthesis report of lessons learned
* (30 %) 4th payment, upon submission and acceptance of the policy brief

***Application***

Applicants are requested to send CV, together with a letter of interest and financial proposal with breakdown cost by mail to secretariat.redd@gmail.com

***Functions/ Tasks expected for the National Consultant:***

1. Provide full information to and incorporate inputs from Forestry Administration (FA), CFs and local authorities with regard to the project objectives and activities;
2. Coordinate with related projects and initiatives to ensure greater impacts of the project. Including the awareness raising conducted among communities by RECOFTC in order to ensure consistency in the information about REDD+ to the communities.
3. Promote dialogues and inputs from local and national partners into key project outputs;
4. Work closely with the International Consultant in conducting baseline surveys and interviews.
	1. In collaboration with the international consultant, implement the baseline survey in the target CFs using the tools developed by the Project Team. Assist the International Consultant in reviewing and improving the baseline study design for approval by Dr.Sokh Heng, Forestry Administration.
	2. Assist the international consultant and oversee the conduct of the baseline study to assess the awareness level of REDD+ among CF members. This task entails 1) translating surveys in Khmer, and 2) organize the survey team that will conduct survey and interviews with the target groups including finding translators, and 3) oversee and supervise the works of the international consultant as provided in the TOR.
5. Organize and conduct consultative meetings at village, commune and province levels in order to:
	1. determine the current level of awareness of REDD+;
	2. find opportunities and challenges in implementing REDD+;
	3. come up with recommendations on how to inform stakeholders about REDD+ and possible benefits that REDD+ may provide, and how to engage stakeholders in REDD+ activities
	4. identify appropriate ways to inform stakeholders (CF members) about REDD+ including the issues of local costs and benefits, and challenges and opportunities and to incentivise their participation in the identified REDD+ related activities mentioned above;

Prepare minutes and synthesis reports based on meetings held;

1. Oversee and supervise the International Consultant in preparing a synthesis report and drafting policy brief with recommendations for how to implement REDD+ in community forestry areas by summarizing the three points written in the synthesis report. The draft policy brief will be presented in a forum for review and finalization by reviewing and providing comments to the policy brief.
2. Organise a series of awareness raising meetings at the village, commune, provincial and national levels to disseminate the findings from the synthesis report and policy briefs to a wide range of stakeholders including community members.

**Competence Requirements**

The National Consultant shall meet the following criteria:

* A minimum of a Master’s or equivalent degree in natural resource management, environmental economics or a related field;
* A minimum of 5 years of relevant experience in natural resource management and policy;
* Good analytical, writing and communication skills both in English and Khmer, including the ability to articulate ideas in a clear and concise manner;
* Prior experience with facilitating field level surveys and interviews.
* Good interpersonal skills and ability to work well in a team whilst also having the capacity and initiative to work independently;
* Sound knowledge of disciplines relevant to international development work and climate change.

**BREAKDOWN OF COSTS**

**SUPPORTING THE ALL-INCLUSIVE FINANCIAL PROPOSAL**

1. **Breakdown of Cost by Components:**

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| --- | --- | --- | --- |
| **Cost Components** | **Unit Cost** | **Quantity** | **Total Rate for the Contract Duration** |
| 1. **Personnel Costs**
 |  |  |  |
| Professional Fees |  |  |  |
| Life Insurance |  |  |  |
| Medical Insurance  |  |  |  |
| Communications |  |  |  |
| Land Transportation |  |  |  |
| Others (pls. specify) |  |  |  |
|  |  |  |  |
| 1. **Travel Expenses to Join duty station**
 |  |  |  |
| Round Trip Airfares to and from duty station |  |  |  |
| Living Allowance |  |  |  |
| Travel Insurance |  |  |  |
| Terminal Expenses |  |  |  |
| Others (pls. specify) |  |  |  |
|  |  |  |  |
| 1. **Duty Travel**
 |  |  |  |
| Round Trip Airfares |  |  |  |
| Living Allowance |  |  |  |
| Travel Insurance |  |  |  |
| Terminal Expenses |  |  |  |
| Others (pls. specify) |  |  |  |
|  |  |  |  |