

Community Self-Reliance Centre (CSRC)

Terms of Reference

Consultant for Multi-Stakeholders Training on Climate Smart Agriculture & Development of Climate Smart Agriculture Plan for Four Local Governments of Dang District (Lamahi Municipality, and Rapti, Gadhawa, and Rajpur Rural Municipalities)

1. Introduction

Community Self-Reliance Centre (CSRC), with the financial and technical assistance of Good Neighbors International (GNI) Nepal and UN-Habitat Nepal is implementing the "A Safety Net of Innovative Land Tenure Solutions for Near-Landless Sharecroppers" (MAFRA-CSA Project) in four local governments of Dang district: Lamahi Municipality, Rapti, Gadhawa, and Rajpur Rural Municipalities. The primary goal of this project is to enhance climate resilience among landless and informal settlers by promoting Climate Smart Agriculture (CSA) practices, establishing green enterprises, and initiating greening activities within the target areas.

As part of the project, a consultant or consulting firm is required to develop a long-term Climate Smart Agriculture (CSA) Plan for the four local governments in Dang district and conduct a comprehensive multi-stakeholder training on CSA. The consultant will be expected to provide technical guidance, sensitize local stakeholders on the importance of CSA, and formulate a strategic CSA Plan in collaboration with local government bodies and CSRC team members in a participatory process.

2. Scope of Work

The consultant or consulting firm, in close collaboration with the technical teams of CSRC Nepal and GNI Nepal, will undertake the following key responsibilities:

1. Conduct a Two-Day Multi-Stakeholders Training on Climate Smart Agriculture: The training will be held for local stakeholders in the four targeted local governments (Lamahi Municipality, Rapti, Gadhawa, and Rajpur Rural Municipalities). The consultant will act as the lead resource person, ensuring the training is practical and well-supported with materials, delivered primarily in Nepali.
2. Develop a Five-Year Climate Smart Agriculture Plan: The CSA plan will be developed in consultation with local governments, specifically through coordination with the Agriculture Development Section of each municipality. The consultant will engage local stakeholders through workshops, key informant interviews (KIIs), Focused Group Discussion (FGD), field visits, and other consultative methods to ensure the CSA Plan is tailored to local needs and achievable.

3. Methodology and Key Activities

The consultant is expected to utilize participatory and inclusive approaches for both the training and the development of the CSA Plan. Key activities include:

- **Training Delivery:** The consultant will design and deliver the CSA training to community leaders, ensuring the course content is both informative and practical, and supplemented by sufficient handouts in Nepali. The consultant will be supported by the project's technical team in finalizing the course and report.
- **CSA Plan Formulation:** To create the CSA Plan, the consultant will conduct consultations with stakeholders, visits to key locations, and interactive sessions with farmers and local government representatives. The methodology will include stakeholder workshops, the review of existing agricultural policies, and the collection of feedback to develop an actionable CSA Plan.

4. Deliverables and Timeline

The consultant is expected to complete all tasks by 25 December 2024, with the following key deliverables:

- **Training Report:** A comprehensive report on the stakeholders' training on CSA, to be submitted within two weeks of the training's completion.
- **Draft CSA Plan:** The draft CSA Plan (in both English and Nepali) should be submitted to CSRC, and the four local governments of Dang district by 05 December 2024.
- **Final CSA Plan:** Incorporating feedback from all stakeholders, the final CSA Plan is to be submitted by 25 December 2024.

5. Consulting Days and Major Tasks

The total estimated consulting days for this assignment are 50, divided as follows:

SN	Task	Number of consulting days
A. Training to community leaders on CSA technologies		
1.	Design training course	0.5
2.	Facilitate stakeholders' training 4*2 days	8
3.	Preparation of training report	0.5
A. Sub-total for stakeholders' training		9
B. Stakeholder orientation on CSA and Develop CSA plan for four local governments of Dang districts.		
1.	Stakeholder consultation 1Day*4	4
2.	Review existing agricultural plan and policies of municipality	4
3.	Visit different locations and interact with farmers and other key informants (Separate detail plan will be required)	10

4.	Develop framework of CSA plan	2
5.	Write up of CSA Plan -desk work	15
6.	Share draft CSA plan	2
7.	Incorporate feedback on CSA plan	2
8.	Submit and present final CSA plan	2
B. Sub-total CSA plan		41
Total days of whole assignment		50

6. Payment Schedule

Payment Schedule:

- 30% upon completion of the multi-stakeholder training on CSA technologies.
- 50% after submission of the draft CSA Plan.
- 20% upon submission and presentation of the final CSA Plan.

7. Consultant Qualifications

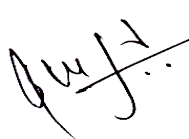
The consultant must hold Master's Degree in Agriculture, Natural Resource Management, or a related field.

A minimum of 10 years of experience in agricultural development and/or climate change adaptation is required. Previous experience in developing CSA strategies or similar projects is highly preferred and will be considered an asset.

Application process:

The applicants are requested to submit their technical proposal with budget along with the following documents via email: landrights@csrcnepal.org by 25th October 2024, 5 pm.

- Covering letter (one page) justifying experience, expertise, and qualifications,
- Updated CV (3 pages max) of all consultancies, highlighting the relevant experience, expertise, qualifications, and contact details of at least 2 recent referees/employers of similar past assignments,
- Sample of similar work (if possible)
- A detailed proposed methodology and tentative action plan (3 pages max) and financial proposal (one page max) including total consultancy fee in NPR including applicable VAT or consultancy taxes,



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ANNEX: EVALUATION CRITERIA

Total scoring is 100 points including 75 points on technical expertise and 25 points based on financial evaluation (cost-effectiveness and realistic budget plan)

	Maximum points
	<100>
Expertise	
Organization's specialized knowledge and experience in the field as per ToR:	<30>
<ul style="list-style-type: none">• Experience on CSA, similar training facilitation and develop the CSA plan and strategies	
Organization and Methodology	
Understanding of the tasks mentioned in the TORs	<15>
The extent to which the Terms of Reference have been addressed	<15>
Adequate work plan and adequate response to the Terms of Reference	<15>
Financial Evaluation	<25>
Published Date: 17 October 2024	

 
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