TERMS OF REFERENCE

Background:

The main objective of RCDC and Misereor program is decentralized resource governance to exercise community control over local resources for environmental conservation, food and livelihood security of the tribal communities and other traditional forest dwellers of 40 villages in Balangir and Rayagada districts. The current project "Ensuring Sustainable Food and Livelihood Security of Tribal and Other Traditional Forest Dwellers through customary and ancestral practices and rights in the Districts of Balangir and Rayagada, Odisha' is focused on demonstrating and strengthening community-based food sovereignty through traditional and local food basket promotion, decentralized resource governance model promotion and its replication. Organic way of farming (with reference to community tradition and culture, cultural food practices, indigenous seed collection, propagation and cultivation) is the priority and the objective is to keep the market away from that target communities. The whole program is based on People Led Development (PLD) approach where people themselves are agents of development transformation. The entire development agenda is identified, designed, led and implemented by the people.

Purpose of the Process Documentation:

The overall purpose of this study would be to prepare a **"Process documentation of forest village conversion in to revenue village."**

Scope:

The process documentation will be useful for RCDC and Misereor in the following ways.

- To publish the process in a book form so that other stakeholders who are working in these issues or who have interest on the same issue may get firsthand knowledge about the conversion process

- Sharing the Process Documentation, Issues and Challenges in various platforms.

- To extrapolate the similar activities in other forest villages in other operational area

- Discuss about the issues and possible solutions with Govt. officials and departments.

The field study would be taken up in any one or more villages (in case of more than one village in the same GP) of Odisha where all the formalities for conversion of forest village in to revenue village have already been completed.

Coverage of the Study Documentation:

The following points would guide the documentation process which includes:

- History of the Forest villages,

- Context of forest rights act and conversion of revenue villages

- Legal procedures for the conversion of the forest villages

- Step by step description of the interventions

- A narrative of other stakeholders involved (Forest Officials, Tehsildar, neighboring villages etc.)

- Learning, challenges and ways forward

- Evidence based documents (step wise communication)

Methodologies:

The process documentation has to be undertaken for any one or more villages (in case of more than one village in the same GP) of Odisha where all the formalities for conversion of forest village in to revenue village have already completed.

The documentation process has to be undertaken as a combination of assessment of the review of literature, available process documents and Govt. circulars, meetings with the communities, interaction and in-depth interaction with key informants associated with the process.

Duration of the Study:

S. No.	Activity	Timeline
1.	TOR released online	16 Dec 2022
2.	Receive Expressions of Interest	28 Dec2022
3.	Short listing and finalisation of external expert	30 Dec 2022
4.	Signing of Contract and Induction Meeting	4 Jan 2023
5.	Evaluation Roll Out	8 Jan 2023
6.	Review of progress and course correction	20 Jan 2023
7.	Draft Report	30 Jan 2023
8.	Consultation and feedback	5 Feb 2023
9.	Final Report	10 Feb 2023

It is proposed to start the assignment on 8th January 2023 and it would be completed within one month of signing of contract.

Key Deliverables:

The following would be deliverables of the report:

1. Tools – Checklist for in depth Interaction and FGDs

2. Debrief Presentation

3. Concise Report of about 30 Pages in line with objectives of the Assignment. This would capture the step wise process for conversion with evidence-based annexures.

Evaluator:

The expert should have considerable experience in undertaking such evaluation programs in areas like social mobilization, rural livelihoods, Forestry agriculture and food security, water management, natural resource management and community institution building.

The expert needs to be broadly familiar with project approaches, project cycle management and the logical framework approach. S/He should have wide experience in the development sector in Odisha. S/he will ensure that all reports and documents produced by the evaluation are consistent with the purpose and objectives of the evaluation.

Expression of Interest/ Proposal

Proposals should be no longer than 5 pages, (excluding CVs, budget and example piece of work).

The Proposals should include:

- Short overview of how the candidate meets the qualifications, experience and skills requirements (no more than one page)

- Description of proposed approach

- An example piece of work from a similar assignment

Maximum Budget Available

- Please note, the maximum budget available for this evaluation is: INR 2,00,000/- (Rupees Two Lakhs Exactly).

- This would include travel, food & accommodation.

Expression of Interest / Application

Applications for this consultancy should be emailed to rcdcbbsr@gmail.com by 5:00 pm IST on Thursday, **28 Dec- 2022** with **'RCDC-Study Forest to Revenue Conversion'** in the subject line.

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