



TERMS OF REFERENCE (TORs) FOR A RESOURCE PERSON TO CARRY OUT TRAININGS OF COMMUNITY MEMBERS AND EXTENSION WORKERS IN SUSTAINABLE LAND USE AND MANAGEMENT IN SHEEMA DISTRICT

Prepare and submit your expression of interest and related technical and financial proposal to Environmental Alert.

P.O. BOX, 11259,

KAMPALA UGANDA

EMAIL: ed@envalert.org

TEL.: 0414510547

*This initiative is implemented in collaboration with **the Ministry of Water and Environment** through, “Building resilient communities, and ecosystems through restoration of wetlands and associated catchments in Uganda” with financial support from **The Government of Uganda, United Nations Development Program (UNDP) and The Green Climate Fund (GCF).***



1.0 Introduction

These are TORs for consultancy services for training of community members and extension workers (within the 4 selected degraded areas/sites) in sustainable land use and management. These ToRs present the overall purpose of the assignment, scope of work, the expected methodology, approaches, and outputs and the required qualification and experiences of the service provider.

2.0 Background

Environment Alert (EA)¹ is leading the implementation of activities under **Output 1** '*Restoration and Management of Wetland Hydrology and Associated Catchments*' under the project; 'Building resilient communities, and ecosystems through restoration of wetlands and associated catchments in Uganda'. The activities to be implemented include:

Activity 1.3.1 – described as, 'Restore 5500 ha of degraded catchment areas that are adjacent to restored wetlands by planting selected tree species including establishment of climate resilient plant/tree species'

Activity 1.3.2 – described as, 'Train 4300 community members and extension workers in sustainable land management techniques'

These activities will be implemented in Sheema district in the Kandekye-Ruhorobero wetlands and associated catchments of Bigona Catchment in Rugarama Sub County, Nyakazumu catchment in Shuuku Town Council, Rwamuganga and Kyamukunza catchments in Bugongi Town Council. Overall, the proposed planned interventions will build and feed into the ongoing initiatives by Wetlands Management department at the Ministry of Water and Environment and partners in respect to restoration of wetlands and adjacent degraded catchments in the district.

The project is being implemented in collaboration with The Ministry of Water and Environment through the Wetlands Department with financial support from the Government of Uganda, The Green Climate Fund (GCF) and the United Nations Development Program (UNDP). Other Key implementing partners include; Ministry of Agriculture, Animal Industry and Fisheries, Uganda National Meteorological Authority, International Union for Conservation of Nature among others and is being implemented in the south western and eastern sub regions of Uganda, 12 districts in each sub region.

The project is an 8 years' project from 2017 until 2025 and currently in the 4th year of implementation with generally three outputs:

- i. *Restoration and management of wetland hydrology and associated catchments;*
- ii. *Improved agricultural practices and alternative livelihoods in wetland catchments;*
- iii. *Strengthening access to climate and early warning information to farmers and other target communities*

The project aims at improving the ecosystem services of the wetlands and their associated catchments through restoration activities, including restoration of degraded wetland areas, re-a forestation, terracing and planting of grass along trenches which will later act as fodder for animals

¹ Further information about EA is available in **Box 1** at the end

Environmental Alert led Outputs are being implemented in collaboration with the communities and the District Local Governments of Sheema district using a Human Rights Based Approach

To Note is that a baseline survey was conducted and identified gaps in terms of knowledge and skills in Sustainable land use and management at all levels by all players in these communities. There were observed knowledge and skills gaps in respect to sustainable land use and management within the four selected degraded areas adjacent to Kandekye-Ruhorobero wetland, that is being restored.

It is against this background that competent person (s) is (are) sought to conduct training of community members and extension workers (within the 4 selected degraded areas/sites) in sustainable land use and management as this will aid to bridge the skills gaps and build the capacity of communities living in the catchments to properly manage their land so as not to negatively impact on the wetlands.

3.0 Purpose of the consultancy

The overall objective of the consultancy is to build the capacity of community members and extension workers in sustainable land use and management while executing their roles/responsibilities in the wetlands and catchment utilization and management.

4.0 Targeted Beneficiaries

The key stakeholder representatives² who will benefit from the training will be those who are active in the landscape and implementing various development activities, which would positively and or negatively impact on landuse management. They will include: District (environment, forestry, wetlands, commercial, community development) Officers and sub-county (*agriculture, community development, veterinary*) officers extension workers; *Technical staff of NGOs/CBOs, Cooperatives/Farmers organizations, Church development institutions; Sub county and Parish chief; Political leaders and the district and subcounty levels – especially the Councilors for Production, Environment, Women, Youth and People with disabilities, Local Council 3 and 1 Chairpersons and opinion leaders.*

5.0 Scope of work

The consultant is expected and not limited to:

- a) *Developing the inception report with a detailed training package, methodology and training tools to be presented to EA for discussion and consideration;*
- b) *Participate in identification of capacity gaps during the interaction with key stakeholders in the respective sites together with EA team when identifying the restoration activities and interventions*
- c) *Deliver the training to members (within the 4 selected degraded areas/sites) on Sustainable Land and Land Use Management in Sheema District;*
- d) *Develop and submit the training reports to Environmental Alert.*

6.0 Key deliverables

The consultant will work closely with EA's designated staff and submit all the deliverables to EA:

- i. Inception report that will be discussed and considered;
- ii. Drafted training materials/tools that will be validated;
- iii. A training report.

It should be noted that all deliverables shall be submitted in soft copy in editable format.

² The key stakeholders will be picked from the sub-counties hosting and those neighbouring the selected degraded sites for restoration activities/interventions.

7.0 Methodology and approaches

The methodology will be proposed by the consultant, though EA expects the consultant to use participatory and interactive approaches to engage members during the training. Practical demonstrations/illustration using localized/contextualized examples will also be expected to be used. The consultant is also expected to use group work and scenario setting sessions to give an opportunity to the members to share experiences.

Note: The methodology should also consider other aspects like gender integration, adherence to COVID-19 SoPs among other cross cutting issues.

8.0 Time frame and timelines for the consultancy

The assignment is planned to take place during the months of September and October 2021 and is anticipated to take not more than 12 working days from the time of signing the contract. Table 1 shows the tasks, outputs and associated timelines within which the outputs should be delivered.

Table 1: Key tasks, expected outputs and related timeframe for submission of the outputs

Task	Output	Duration	Due date
A) Facilitate inception meeting	Inception report and training materials	3 days	17 th September 2021
B) Sign contract	Signed contract	1 day	20 th September 2021
C) Training Needs Assessment	Training Needs Report	3 days	21 st -24 th September 2021
D) Deliver the training	Training delivered	4 days	27 th September – 1 st October 2021
E) Develop and submit the training reports to Environmental Alert	Training submitted reports	1 day	5 th October 2021
Total number of days		12 days	

9.0 Correspondence

All contractual and implementation correspondences will be addressed to **Dr. Joshua Zake** (Ph.D.), Environmental Alert, P.O Box 11259, Kampala, Uganda, **Email:** ed@envalert.org with a copy to po.cnc@envalert.org

10.0 Payments

The consultant will be paid professional fess as compensation for his/her technical/professional expertise and time invested in the delivery of the expected outputs. This will be discussed and agreed upon amicably for a win-win for both the consultant and Environmental Alert.

Notable is that the Consultant will be responsible for declaration of the income for income tax purposes and where applicable, *EA will make **6% statutory deductions** (from the gross payment for professional fees) payable to Uganda Revenue Authority as withholding tax in accordance with the income tax*

regulations of Uganda. Furthermore, **10% of the professional fees** will be charged as contribution towards EA management costs.

EA will meet all the costs including the training workshop costs, transport to the field.

11. Contractual conditions

- a) The Consultant shall be persons of high integrity and competence in application of the task at hand for the period required.
- b) Except with prior agreement with EA, the Consultant shall not publicize or make public through media or in private any (part) of the raw or finished material, recommendations or information provided within the framework of this contract.
- c) All reference materials belonging to EA that the Consultants may have in possession by virtue of the contract shall be surrendered to EA at the end of the contract.
- d) In case of conflict arising from the implementation or execution of this contract, the parties agree to do their best to avoid legal action, but shall seek arbitration from a third party acceptable to both parties.

12.0 Qualifications and required competencies for the team of consultants

Environmental Alert is looking for a competent consultant/s with the following qualifications and competencies:

- i) *Relevant academic background with a minimum qualification of a Master's degree in appropriate discipline including: Soil Science, Land-use Management, Environmental Management, Environment and Natural Resources, Agricultural Sciences; and other related disciplines;*
- ii) *Demonstrated experience (at least 5 years) and evidence in carrying out similar assignments. Strong analytical, facilitation, training and communication skills – especially when engaging adults;*
- iii) *Good understanding of the climate change resilience (adaptation and mitigation) in Uganda;*
- iv) *Good understanding of the agricultural and environment policies, legal and institutional framework in Uganda*
- v) *Excellent presentation, documentation and reporting skills;*
- vi) *Ability to work efficiently and deliver on committed outputs under the assignment within agreed timelines and deadline.*

13.0 Application process

Applications should be submitted in soft copy or hard copies and addressed to the Executive Director, Environmental Alert P.O. Box 11259, Kampala, Uganda Or email to po.cnc@envalert.org with a copy to ed@envalert.org or hand delivered to Plot 3, Sonko Lane, Kabalagala (off Ggaba Road). Applications should be delivered to the above address **not later than 13th September 2021**.

Annex 1: About Environmental Alert

Environmental Alert (EA) was founded in **1988** and has developed and transitioned into a National Non-Governmental organization contributing to an enabling policy environment for sustainable agriculture and sound environment and natural resources management at community, local, national and international levels. EA is officially registered with the NGO Board as a Ugandan non-governmental organization (NGO), incorporated as a company limited by guarantee. EA is governed by an Independent Board that is responsible for providing strategic oversight of the organization including ensuring its integrity as a voluntary service organization.

EA is a **1st prize winner of the Energy globe award for environmental sustainability-2005 under the category, earth.**

EA is a member of the International Union for Conservation of Nature (IUCN) and a Member of The IUCN National Committee for Uganda.

EA envisions, *'Resilient and dignified communities, managing their environment and natural resources sustainably.'*

EA's mission is to, *'Contribute to improved livelihoods of vulnerable communities by enhancing agricultural productivity and sustainable natural resources management'*

Program and institutional Components:

1. Environment and Natural resources management;
2. Food security and Nutrition;
3. Water, Sanitation and Hygiene;
4. Finance and Administration;
5. Resource mobilization and Investment.

Scale of Implementation:

EA operates in selected districts for generation of evidence to inform policy engagements on agriculture, environment and natural resources at National and International levels. Currently EA's operations are in over 40 districts across the country. EA undertakes area wide targeted awareness on selected issues in agriculture, environment and natural resources engagements

EA is a Secretariat for following networks:

- a) The Network for Civil Society Organizations in Environment & Natural Resources Sector (ENR-CSO Network) - <http://enr-cso.org/>;
- b) Uganda Forestry Working Group - <http://ufwg.entalert.org/>;
- c) The Standards Development Group (for promotion of Sustainable Forest Management in Uganda); and
- d) Promoting Local Innovation in ecologically oriented agriculture and natural resources management (PROLINNOVA-Uganda Network) - <http://www.prolinnova.net/uganda>;
- e) The Renewable Energy CSO Network.

Further information about Environmental Alert is available at: <http://entalert.org/>