

## AMAZONIA+ Programme

Indigenous peoples and Forest and environmental  
governance

(Component 2)

Terms of Reference

Initial diagnostic and baseline study of the Component 2 (Indigenous peoples and Forest and environmental governance) of the Amazonia+ Programme.

April 2023

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## 1 GENERAL INFORMATION

<b>Title of the assignment</b>	Initial diagnosis and baseline study of the Component 2 (Forest governance and indigenous peoples) of the Amazonia+ Programme.
<b>Expert sector</b>	Monitoring and evaluation (M&E)
<b>Activity</b>	Technical assessment
<b>Beneficiaries</b>	Programme Management Teams (EF, AICS, FIIAPP) and partners (European Union Delegations, INTPA).  Programme beneficiaries (local, national and regional indigenous organizations of the Amazon Basin, as well as governmental entities dealing with indigenous issues and forest management).
<b>Countries</b>	Bolivia, Brasil, Colombia, Ecuador, Guyana, Peru, Suriname, Venezuela.
<b>Foreseen duration of mission</b>	Up to 40 working days (depending on technical and financial offer)
<b>Foreseen period for the realization of mission</b>	June 12 <sup>st</sup> - August 30 <sup>th</sup> 2023.
<b>Location</b>	Hybrid (virtual and face-to-face meetings / on-site missions, depending on technical and financial offer).
<b>Languages</b>	English, Spanish, Portuguese (mandatory). Proficiency in one or more indigenous languages of the area is expected.

## 2 CONTEXT AND JUSTIFICATION

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The Amazonia+ Programme is funded by the European Union to respond to the environmental crisis experienced by the Amazon basin. It is part of the Team Europe Initiative (TEI) for the Amazon, which aims to mobilize and coordinate the efforts of the EU and its Member States in the Amazon basin around the sustainable management of natural resources, the development of inclusive and sustainable livelihoods, including the promotion of transparent and deforestation-free supply chains, environmental governance and human rights and sustainable finance.

Within this framework, the Green Transition of the Amazon Basin Programme (Amazonia+ Programme) aims to improve the capacity of the eight countries of the Amazon basin (Colombia, Bolivia, Brazil, Ecuador, Guyana, Peru, Suriname, and Venezuela) to mitigate CO<sub>2</sub> emissions and adapt to the effects of climate change, to significantly reduce deforestation and to improve the protection of its biodiversity. More specifically, the program aims for three results:

1. Strengthen the capacity of the countries of the Amazon Basin to prevent, monitor, control, combat and remedy deforestation, forest degradation and its drivers, including forest fires (component 1);
2. Enhance opportunities for participation of indigenous peoples and local communities in the development and implementation of environmental and forest governance policies and mechanisms (component 2);
3. Support the sustainable use of forest goods and services in the Amazon Basin (component 3).

The program is implemented by the Italian Agency for International Cooperation (AICS), FIIAPP and Expertise France, under the general coordination of AICS, which also handles the programme secretariat. The Joint European Research Center (JRC) will be in charge of scientific and academic cooperation activities related to the COPERNICUS programme. Specific actions within the framework of Country Windows in Guyana, Suriname and Brazil complete the system.

### *The component 2 - Indigenous peoples, environmental and forest governance*

**Expertise France is responsible for the implementation of the activities of component 2 “Enhance opportunities for participation of indigenous peoples and local communities in the development and implementation of environmental and forest governance policies and mechanisms”** in the eight countries targeted by the programme.

To do this, Expertise France will implement, for a budget of € 6 million, diagnostic activities / studies and specific expertise, technical assistance (development and capacity building, training), exchanges of experience and knowledge (seminars, workshops, study visits), and will ensure the selection, monitoring and management of a portfolio of subsidized projects.

These activities will be organized around 3 action lines:

- Action line 1: Capitalize on and promote successful experiences of intersectoral, multi-actor, multi-level coordination for the orientation of policies and strategies for inclusive forest governance of the Amazonian forest;
- Action line 2: Strengthen the operational and financial skills and capacities of indigenous peoples for their effective integration into local, national and regional forest governance processes;

- Action line 3: Contribute to the strengthening of the environmental rights of the indigenous peoples of the Amazon Basin.

All activities will be organized with a gender and intersectional perspective in order to identify and differentiate the strategic needs and interests of women and men, including indigenous peoples.

### 3 PURPOSE AND SCOPE OF ASSIGNMENT

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The inception phase of the Programme is a requirement from the donor (European Commission) to ensure that the point of view of program stakeholders and beneficiaries is taken into account in the program intervention strategy and the detailed planning of program activities. An inception report is expected by the end of July 2023, covering component 1 and 2 of the Programme.

Two consultancies will be deployed (one per component). The objective of this assignment is part of component 2 and is three-fold:

- **Map actors and existing initiatives / programs** related to the component's issues (inclusive forest governance with participation of indigenous peoples and local communities; deforestation reduction) in the area.
- **Carry out a participative assessment of needs** of target beneficiaries of component 2 (local, regional and national indigenous and local communities organizations of the Amazon Basin, as well as governmental entities dealing with indigenous issues and forest management, disaster risk reduction (especially to forest fire), and conservation initiatives in the 8 countries.
- **Undertake the baseline study** to produce all the necessary data against the logical framework indicators under Result 2.

In order to reach these objectives, the team will provide the following services:

**Task 1: Carry out the initial diagnostic of Component 2 of the Amazonia+ Programme**, to be implemented by Expertise France, including mapping of actors and existing initiatives/programs, and needs assessment of target beneficiaries, based on direct consultations with stakeholders and key actors of national, regional and local levels.

**Task 2: Collect and analyse quantitative and qualitative data to inform the baseline values of the logical framework indicators under Result 2**, with achievable and measurable methodologies.

**Task 3: Deliver and present the diagnostic findings and recommendations** (including specific recommendation towards the involvement of stakeholders and key actors, the capacity building strategy, the knowledge management and monitoring and evaluation system, and different intervention scenarios), to the Technical Committee of the Programme, INTPA and the Delegations of the European Union in the area.

**Main users of the diagnosis and recommendations:** the entities and organizations that have an interest in the results of the diagnosis are:

- Component 2 Management Team (EF);
- Component 2 stakeholders and beneficiaries (local, national and regional indigenous organizations and local communities of the Amazon Basin, as well as governmental entities

dealing with indigenous issues and forest management at sub-national, national and regional levels);

- The Secretariat of the Amazonia+ programme (AICS), which will ensure the coordination between diagnostic study of component 1 and diagnostic study of component 2.
- The European Union (INTPA, EUD).

## 4 METHODOLOGY

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In general, the proposed approach will be as follows:

### *Step 1: Revision of documents*

After signature of the service contract the team will receive access to all project documents (European Union Action Document for the Programme, Description of Action, and Logical framework with indicative activities), as well as relevant studies and documentation produced by the European Union regarding green transition and biodiversity issues in Latin America. The team is expected to identify and review relevant strategic / framework documents available at national, regional and local level regarding:

- inclusive environmental governance mechanisms in the AFOLU sector;
- national and regional commitments towards mitigation and adaptation to climate change (Paris Agreement), and corresponding implementation plan / policies in the AFOLU sector;
- national commitments towards biodiversity (CBD) and corresponding implementation plan / policies in the AFOLU sector;
- national commitments towards access to environmental information and justice (Escazu agreements and related agreements) and corresponding implementation plans / policies in the AFOLU sector.
- national commitments towards disaster risk reduction (Sendai framework), and corresponding implementation plan / policies about to forest fire and AFOLU sector;
- regional and local commitments towards in environmental and agriculture authorities and responsible entities, and corresponding implementation plan / policies in the Amazonia region;
- Indigenous peoples and local commitments towards life plans and other self-government documents.

The team is expected to identify and review available statistic and qualitative data on systems of protected areas in the Amazon basin, and other effective area-based conservation measures (OECMs) including Territories and areas that are conserved by indigenous peoples and local communities (IPLCs) and others complementary conservation strategies, understood as *“geographically delimited area that is not a protected area, which is managed in such a way as to achieve positive and long-term results for the in situ conservation of biodiversity, with associated ecosystem functions and services and, where appropriate, cultural, spiritual, socioeconomic, and other locally relevant values”*.

These data and studies identified will then be analyzed and classified in order to establish an initial documentary base (Cf. 5. Deliverable: A/ Documentary base). The technical proposal will be supplemented by a methodological guidance note (see 4. Deliverable: B/ Methodological guidance

note). The technical resources/diagnostic tools (maintenance grid, mapping, etc.) that will be mobilized in step 2 will accompany this guidance note.

### **Step 2: Field data collection**

Consultants are required to adopt a participatory and inclusive approach in order to take into account the issues and expectations of the various stakeholders and key actors. To do so, various tools, interviews, workshops, mapping, etc., can be used. These methodological choices must be presented in the technical proposal for this contract. The Consultants will more specifically:

- Identify and characterize the **main territorial issues in connection with the following sectors: forest management and natural resources management (biodiversity, soil, water), agricultural development, in territories with prevalence of indigenous communities.**
- Identify and characterize the **local systems of actors and the territorial dynamics relating to forest and natural resources management in the Amazon basin, per country and per territories.**
- Identify and characterize mechanisms and systems of protected areas, OECMs and others conservation strategies, different types of existing governance mechanisms at sub-national, national and regional level (inclusive / non-inclusive environmental governance models, decentralization, territorial management, citizen participation mechanisms, private sector participation, partnerships and mixed implementation actions etc.), existing monitoring mechanisms for deforestation, degradation and biodiversity (ecosystems, flora / fauna), existing networks, identification of leading communities or indigenous organizations with proven experience on inclusive forest governance, identification of institutional gaps, etc. The areas must be characterized in number, categories and be spatialized.
- Identify and characterize leaders and representatives of indigenous peoples and local communities organizations of the Amazon Basin (national and subnational) with experience in forest and natural resources management, including an extensive effort to distinguish and characterize the **women leaders, groups, networks and indigenous women organizations.**
- Characterize the **situation of environmental rights in terms of access to information, protection to environmental rights activists and environmental justice per country and per territories**, describing existing laws and mechanisms and / or gaps.
- Identify and characterize initiatives, programmes, projects about forest and natural resources management implemented and under development in the Amazon Basin. (adaptation and mitigation to climate change) (in articulation and complement with component 1).
- Governance analysis and identify good practices (community, institutional and private sector) in the promotion of the rights of indigenous environmental leaders per country.
- Identification and analysis of progress in standards of social and environmental safeguards.
- Detailed analysis of the influence or dependence of actors in the Amazon basin in relation to the Programme, emphasizing their influence on the project – component 2, including interests, decision-making capacity, and connections or strategic relationships.

The Consultants will use the most adapted approach to each actor interviewed (individual interviews, restricted meetings, workshops, focus groups). To this aim, consultants may propose on site missions.

Methodology design and approach of actors will be subject to a concertation process and join work with component 1. For this purpose, initial and coordination meetings will be organised with component 1 consultants team.

### *Step 3: Data organization (database), analysis and synthesis*

The information and data collected during steps 1 and 2 will be synthesized. The summary should include:

- The main territorial issues in connection with the topics of forest management and natural resources management (biodiversity, soil, water), agricultural development, in territories with prevalence of indigenous peoples and local communities;
- Actors (or groups of actors) active in the target areas;
- Existing and effective support mechanisms at the local, national and regional level.

At least three tools will be provided:

(1) Typologies:

- A typology of territories regarding existing **environmental governance mechanisms** and their degree of inclusiveness (participation of Indigenous organizations, the private sector and citizens in general);
- A typology of countries / states (in the case of federal states) regarding existing laws on **environmental rights** (access to information, protection to environmental rights activists and environmental justice);
- A typology of the **degree of influence or dependence**, considering interest, decision-making capacity and connection or strategic relationship.

(2) Maps:

- Mapping of relevant **existing initiatives / programs** in the target areas, at local, national and regional level, characterizing their main objectives regarding natural resources management (water management, wildlife / endangered species protection, sustainable timber production, etc.) and if they have a monitoring and evaluation mechanism;
- **Mapping of actors characterizing their relationships, roles and place** in the project – component 2 (Venn diagram).

(3) **Stakeholder influence and dependency matrix. A SWOT matrix of indigenous organizations** in the Amazon basin regarding environmental and forest governance – including participation to forest degradation and deforestation monitoring, decision-making and articulation with government policies, by level of association (base organizations / second level organizations / national federations / regional coordinations / women organizations), by country (except for regional coordination level).

### *Step 4: Recommendations and intervention scenarios*

The areas of intervention will be compared and different intervention scenarios will be built on the basis of criteria established in coordination with Expertise France teams.

As an indication, the following criteria could be used:

- Capacity/willingness of target groups to get involved in future arrangements;
- Level of structuring of indigenous organizations and local communities;
- Potential for scaling-up in the case of pilot interventions and/or maturity/adaptability in the case of a scaling-up intervention;
- Consideration of the diversity of territories;
- Presence and involvement of women in local dynamics;
- Accessibility of the territories concerned;
- Level of conflict of the territories concerned.
- Consideration of social and environmental safeguard standards

Several intervention options will be proposed for each of the three lines of action of component 2 and presented during one (or more) discussion workshop(s) in order to facilitate the choice of the most suitable intervention scenario.

The Consultants will propose recommendations to approach stakeholders, and strengthen forest governance, institutional capacities, and encourage collaboration between actors, to ensure Indigenous peoples and local communities are able to exercise, improve and receive support to managing and protecting the Amazon basin.

#### *Step 5: Intervention strategy and baseline*

Based on the selected scenarios, the intervention strategy and the resulting capacity building measures/actions will be defined for component 2. The intervention strategy should detail:

- the expected results for component 2, accompanied by a specific logical framework feeding into the logical framework of the programme;
- the resulting capacity building measures/actions (at the individual, organizational and societal levels);
- the areas of intervention prioritized for actions in the field;
- the key players to be mobilized for each result and the strategy for mobilizing these players;
- concrete recommendations on knowledge management;
- tangible recommendations concerning the monitoring and evaluation system to be put in place.

The Consultants will propose strategies to articulate and complement the implementation efforts with stakeholders, especially other initiatives, projects, and programmes.

A specific logical framework for component 2 will be defined, with monitoring indicators (with deadlines for implementation). The baseline values of the logical framework indicators will be completed.

**All steps shall be conducted bearing in mind an ethnic and gender-sensitive approach which shall be developed within the proposed methodology.**



## 5 TIMELINE AND DELIVERABLES

Steps	Deliverables expected	Timeline
<b><u>Step 1: Workplan and review of documents</u></b>	<p><b>I. Workplan</b> Detailed roadmap with schedule, activities and persons in charge.</p> <p><b>II. Inception Report including</b>            -Documentary base            -Methodological guidance note. This document will, in particular, clarify the following elements:            -Geographical framing and identification of targeted areas for stage 2;            -Methodology and diagnostic tools;            -Expected results;            -Provisional timetable;            -Plan for conducting field works and logistical needs (travel, accommodation facilitation, etc.).</p> <p>The workplan and methodological guidance note will be discussed and validated with Expertise France teams. This will be articulated with component 1.</p>	<b>T0 + 2 weeks</b>
<b><u>Step 2: Field data collection</u></b>	<b>Technical resources/diagnostic tools</b> (interview grid, mapping, etc.) mobilized for data collection.	<b>T0 + 6 weeks</b>
<b><u>Step 3: Data organization (database), analysis and synthesis</u></b>	<p><b>Synthesis report including the consolidated results of the data collection phase.</b> This report must include in particular:</p> <ul style="list-style-type: none"> <li>-List of interviews and workshops carried out;</li> <li>-Raw data collected for the quantitative component (database);</li> <li>-Analysis and synthesis including at least Typologies, Maps and SWOT analysis of indigenous organizations.</li> <li>-Difficulties encountered and limits of the diagnosis;</li> </ul>	<b>T0 + 8 weeks</b>
<b><u>Task 4 : Recommendations and intervention scenarios</u></b>	<p>Intervention scenarios report, including the presentation and validation process for the intervention scenario(s) (discussion workshops).</p> <p>Facilitation of discussion workshop(s) (online)</p>	<b>T0 + 9 weeks</b>
<b><u>Task 5: Intervention strategy and baseline</u></b>	<b>Final report presenting the intervention strategy</b> for Component 2, including:	<b>T0 + 11 weeks</b>

	<ul style="list-style-type: none"> <li>- the expected results for component 2, accompanied by a specific logical framework feeding into the logical framework of the programme;</li> <li>- the resulting capacity building measures/actions (at the individual, organizational and societal levels);</li> <li>- the areas of intervention prioritized for actions in the field;</li> <li>- the key players to be mobilized for each result and the strategy for mobilizing these players;</li> <li>- concrete recommendations on knowledge management;</li> <li>- concrete recommendations concerning the monitoring and evaluation system to be put in place.</li> <li>- executive summary in English, Spanish, Portuguese.</li> </ul> <p><b>Logical Framework for component 2, fulfilled with baseline values.</b></p>	
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## 6 COORDINATION WITH THE CONTRACTING AUTHORITY

To carry out these activities, the consultants will work under the supervision of the Expertise France Coordinator for Component 2, and coordinate tasks with the Secretariat of the Programme and the others consultants in charge of the diagnostic for component 1.

The Programme Secretariat will facilitate communication between the consultant(s) in charge of Component 1 and Component 2 diagnoses, and will ensure coordination through follow-up meetings on a regular basis.

At a minimum, the following meetings must be integrated into the Consultants' methodology:

- Meeting 1 - A scoping meeting will be organized in the days following the notification of this contract. This discussion time will allow, among other things, to validate the logistical aspects of the mission.
- Meeting 2 - A debriefing meeting will be organized after steps 1 and 2. These exchanges will in particular make possible to refine the content of the deliverables (C/summary report) taking into account the information obtained during the desk review and the data collection, and to agree on the implementation of steps 3 and 4.
- The deliverables will be reviewed and adapted if necessary. Several round trips may take place between the Expertise France team and the Consultants throughout the exploitation of results.

- Meeting 3 – Presentation of steps 3 and 4 results to Expertise France teams. As for the previous phase, the deliverables will be reviewed and adapted if necessary. Several round missions may take place between the Expertise France team, the Consultants and component 1.
- Meeting 4 – Presentation of step 5 results to EF, the Programme Secretariat and INTPA.

## 7 EXPERTISE AND PROFILE REQUIRED

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At a minimum, the team is expected to consist of:

- a Head of Mission, in charge of managing the diagnostic and coordinating the team
- an expert in monitoring and evaluation, in charge in particular of the development of the basic study.

The team thus formed must have the qualifications and skills below (the consultants may add additional skills to achieve the objectives set):

- Higher education at minimum master's level, in environmental sciences (biology, agroforestry, rural development, geography, agronomy or equivalent) or social sciences (anthropology, sociology with special focus on grassroots organizations in Latin America).
- A minimum of 10 years of cumulative general professional experience, including at least 8 years of professional experience in the conduct of expert missions, diagnostics, intermediate or final evaluations of rural development projects in agroforestry, protection / restoration of forests and ecosystems, and/or capacity building for indigenous organizations in Latin America.
- Proven experience in multi-stakeholder settings in developing countries, particularly in Latin American countries, is essential; Experience with both government and civil society stakeholders will be considered an asset. It will be a plus to have specific experience in the Amazon basin.
- Knowledge of climate change, global commitments and challenges related to climate change and biodiversity in Latin American countries.
- In-depth knowledge of monitoring and evaluation (M&E), with experience working with monitoring and evaluation database/software.
- Fluency in Spanish, proficiency in indigenous languages of the Amazon Basin is considered an advantage for certain activities.
- Excellent command of the virtual and collaborative tools necessary to meet remotely with stakeholders (MS Teams, ZOOM or similar).
- General Knowledge in indigenous human rights and gender mainstreaming.
- Flexibility to work under time constraints between Europe and Latin America.

### 7.1 OTHER REQUIREMENTS

The consultant must have all the software licenses needed to perform the assignment, especially regarding virtual environment and tools to be used to perform the mission (remote activities).

## 8 APPLICATION PROCESS

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Interested candidates / teams may express their interest by sending the following documents by **May 14<sup>th</sup>, 2023, 23:59 CET**:

- A letter of interest outlining:
  - a. the financial offer
  - b. the technical proposal to meet the Terms of Reference: description of the consultant's understanding of the ToRs, of the methodology to be used, and a clear and elaborated work plan (maximum 8 pages).
  - c. Updated CV of team members (maximum 3 pages) and clear distribution of roles between each consultant.
- Contact information for three work-related references.

The technical offer will be evaluated mainly based on the following criteria:

- Project and scope of the mission understanding
- Understanding of the involved stakeholders and inclusion of the formers within the proposed methodology
- Clear methodology with added-value from the ToRs
- Detailed and realistic work plan respecting the project deadlines
- Clear propositions to take into account the multi-country approach into the methodology
- Gender sensitivity is included within the proposed methodology
- Format is respected (no more than 8 pages)

The financial offer must be global, detailing technical equipment, carrying out missions (if considered) and logistical expenses.

The other selection criteria will concern the consultant(s) experience (cf. see section "Expertise and profile required" above). Consulting firms are welcome to apply as well as team of independent consultants.

The application process will occur in two phases:

- As a first step, Expertise France will freely establish a restricted list.
- The selected candidates will be invited to an interview. Additional documents (like evaluation reports from past work experiences) could be requested by EF. Fees for services will be negotiated with the designated candidate.