

**Terms of Reference
for
Assessment of outcome and impact of Gender Mainstreaming in
North Eastern Region Community Resource Management Project
for Upland Areas (NERCORMP)**

Objective: To undertake an assessment of the development and change, particularly outcomes and impacts, of Gender Mainstreaming intervention by NERCORMP in its programme villages in six districts of three states in Northeast India, particularly changes in the situations (improvement) in the status of women within the communities, with a special focus on the replicability of the model in some of the other areas in the same districts.

Project area: [a] Meghalaya covering 2 districts, viz. West Khasi Hills (Hq Nongstoin) and West Garo Hills (Hq Tura); [b] Assam covering 2 districts, viz. Karbi Anglong (Hq Hamrem) and North Cachar Hills (Hq Haflong); and [c] Manipur covering 2 districts, viz. Senapati (Hq Senapati) and Ukhul (Hq Ukhul).

Estimated Duration: 60 working days

Starting Date: As soon as possible

1. BACKGROUND

1.1 General

North Eastern Region Community Resource Management Project for Upland Areas (NERCORMP) was a jointly funded project of the International Fund for Agricultural Development (IFAD) and North Eastern Council, Ministry of DoNER, Government of India during the period 1999-2008. NERCORMP, as a livelihood and rural development project, aimed at transforming the lives of the rural poor, particularly the shifting cultivators, men and women, and, thereby, at eventually demonstrating a Developmental Model for the upland areas in the region. Since the closure of IFAD funding, the NERCORMP is now solely funded by the Government of India, North Eastern Council.

NERCORMP operates in three states, viz. Assam, Manipur and Meghalaya, covering two districts in each state. In Assam, the project is operating in Karbi Anglong and North Cachar Hills, in Manipur it is operating in Senapati and Ukhul districts and in Meghalaya it is operating in West Khasi Hills and West Garo Hills. Currently, NERCORMP works in 860 villages in all these districts and states. The overall objective of NERCORMP is *“To improve the livelihoods of vulnerable groups in a sustainable manner through improved management of their resource base in a way that contributes to preservation and restoration of the environment.”*

The programme interventions of NERCORMP include the followings:

- (a) Social empowerment and community institution building, viz. formation of the communities into Natural Resource Management Groups (NaRMGs), Self Help

Groups (SHGs) and their associations and federations; capacity building of these institutions, as well as capacity building local traditional village institutions and non-governmental organizations (NGOs).

- (b) Social sector development, viz. provision of drinking water supply, low cost toilets, community health care, etc.
- (c) Village infrastructures development, viz. construction of inter-village connecting roads, bridges/culverts, community halls, storage godowns, school buildings, etc.
- (d) Economic livelihoods development, viz. promotion of income generating activities, both farm-based and non-farm based, as well as development of terraces, minor irrigation, development of agriculture, horticulture, fishery, livestock, NTFPs, jhum development, kitchen gardens or home gardens, etc.; farming practices were particularly integrated with promotion of vermicomposts and biocompost to address the land productivity on sustainable basis.
- (e) Natural resource management, viz. promotion of community based biodiversity conservation.

These interventions were dovetailed with various other crosscutting issues and sub-sectors such as promotion of microfinance for microcredit, business development and marketing, gender mainstreaming, documentation and communication of successful case stories and lessons learned, monitoring and evaluation and, above all, systematic financial and programme management both at the Programme Support Unit (PSU) in the Hq and the Development Support Teams (DST) at the district levels.

1.2 Gender Mainstreaming in NERCORMP

As part of the overall gender mainstreaming, NERCORMP promoted community based institutions, namely Natural Resource Management Groups (NaRM-G) and Self Help Groups (SHG). Each village consists of NaRM-Gs and about 2 to 3 SHGs. (Except for villages with large households, the number of NaRM-Gs is about 2 to 3). Each NaRM-G is represented by one male and one female from each household and SHGs are mostly women groups. The NaRM-Gs are involved in village level planning, implementation, monitoring, etc, where as the SHGs are involved in taking up income generating activities through micro credit, addressing social issues on health, education, well being of the village, etc.

On the basis of geographical locations, the project has facilitated the formation of NaRM-G cluster Associations which comprise of about 10 NaRM-G in each association. They are to facilitate on cluster approach productions in the area, collective marketing, value addition, group enterprises, convergence with programmes of line departments, monitoring of individual NaRM-G performance, etc. The SHGs too have been federated at the cluster level and comprise of about 15 to 20 SHGs. The SHG Federations are to take up micro credit activities through convergence with financial institutions, facilitate the formation of new SHGs, group enterprises, monitoring of individual SHGs, and address social issues within the cluster, etc.

2. SCOPE OF THE ASSIGNMENT

2.1 Purpose

To make an assessment of the development and change --- outcomes and impacts --- following NERCORMP's intervention on gender mainstreaming in programme villages, particularly to understand the empowerment of women at both the village and household level in decision making and to what extent men have acknowledged the contributions made by women.

2.2 Scope of the work

The scope of the work will be broadly as follows considering the key diverse issues and thematic areas outlined in the background note above, but not limited to the note alone. However, the consultant is expected to identify and highlight new areas and opportunities as well as lessons, based on field interactions, field observations and lessons learned.

The scope of the work will include inter alia,

- a) Assessment of the role of women in decision making at the NaRM-G level.
- b) Assessment and description of the role of women SHGs in the process of empowerment of women.
- c) Narration/ description and assessment of steps taken by NERCORMP to facilitate gender mainstreaming at the programme villages.
- d) Understanding an assessment of NERCORMP's role in capacitating and empowering the communities on gender issues.
- e) Documentation of SHG activities that empower women and improve their quality of life. [To what extent women have been enabled to influence household spending and whether or not any changes have taken place on issues of domestic violence are issues of importance].
- f) Assess the availability of land by women for cultivation, livestock, small enterprises, etc.
- g) Assessment of the changes seen in traditional institutions and to what extent women are allowed to participate. If inclusion of women is unavailable in the traditional institutions, reasons for that are to be identified and suggestions are to be given as regards what steps can be taken to include them.
- h) Assessment of changes on gender mainstreaming before and after projects intervention.
- i) Assessment of the balance of work load of women on agricultural practices, household chores, access of the girl child to education, health care, etc.
- j) In addition, the work/study/consultancy should contain a synthesis of clear assessment of the lessons learned and recommendations.

3. METHODOLOGY

- ◆ Desk review of secondary literature on the subject matter, mainly the reports and publications of NERCORMP.
- ◆ Interactions/consultations/meetings with key stakeholders of NERCORMP and the communities including government and non-governmental organizations, academics and research institutions involved with NERCORMP.
- ◆ Field visits to all the programme districts, viz. West Khasi Hills and West Garo Hills districts in Meghalaya; Senapati and Ukhrul districts in Manipur; and Karbi Anglong and North Cachar Hills in Assam; interactions with DSTs, partner NGOs and line agencies; visit of selected villages and interactions with the communities (NaRMGs, SHGs and traditional village institutions).

4. ANTICIPATED DELIVERABLES / Contents of Assessment Report

- ◆ Detailed Assessment and Analytical Report that will contain, inter alio, as described in para 2.2 above (scope of work).
- ◆ Executive Summary of the report.
- ◆ All the relevant literature referred to as references.
- ◆ All final deliverables both in soft copies (2 copies) and hard copies (five copies).
- ◆ Analysis of the replicability of the model and the conditions thereof.

5. FORMAT OF REPORT

- ◆ The proposed format of the report / contents of the assessment report will be presented by the consultant and to be reviewed by NERCORMP prior to the writing of the final report.
- ◆ The final report should be presented in Arial 11 font, single spacing.
- ◆ All abbreviations or acronyms used have to be expanded.
- ◆ All units of weights and measures should follow standard Indian system.

6. VERIFICATION OF REPORT

The first drafts of the REPORT should be submitted to NERCORMP in hardcopy and in electronic form through email within the specified time frame. NERCORMP reserves the right to get the Draft Report reviewed by experts as may be identified or deemed appropriate by NERCORMP.

Final versions of the REPORT responding to and where necessary incorporating comments and feedback received from NERCORMP should be submitted to NERCORMP within 5 working days after receipt of the feedback from NERCORMP.

7. TIMEFRAME

It is estimated that the assignment will need 60 working days or person days to be accomplished

8. TOTAL BUDGET & PAYMENTS

- ◆ The budget should include consultancy/professional fee, local travel and logistic cost, including that for preparation of the report.
- ◆ 40% of payments of total contract amount will be released on signing of the contract; 20% would be released on receipt of the first draft by NERCORMP; and the remaining 40% will be released on final acceptance of the report.

9. COORDINATION OF THE ASSESSMENT

The assessment study, including the field visits, will be coordinated and facilitated by NERCORMP with its Hq in Shillong and by its District Hq located in all six districts as mentioned above (on the first page of this ToR). The focal point within NERCORMP for this study will be the Monitoring & Evaluation Officer. However, the costs of such field visits are to be borne by the Consultant/ awardee of the contract.

10. COPY RIGHTS

NERCORMP will be the sole owner and copy right holder of the report generated by this consultancy. The consultant or the organization to which he/she may be affiliated cannot publish the report in whole or to any substantial extent without the prior permission of NERCORMP. However, information or data can be quoted in parts in any scientific and non-profit publication with due acknowledgement to NERCORMP or the source. Any reproduction of any portion of more than 500 words of the report would require the permission of NERCORMP.

11. OTHER ISSUE: Expected and desirable qualifications of the consultant(s)

- ◆ An advanced degree in related fields and/or equivalent work experiences.
- ◆ Proven real experience, of at least 10 years, in the subject area.
- ◆ Good understanding of biodiversity issues as well as sustainable development issues.
- ◆ Policy and institutional knowledge in the subject matter.
- ◆ Experience in, and a thorough understanding of, national and/or international best practices in the subject areas.
- ◆ Solid analytical and conceptual skills and the ability to think creatively.
- ◆ Good knowledge of local context (culture, politics, and geography); familiarity with the situations in Northeast India will be added asset.
- ◆ Pro-active, independent and responsible personality.
- ◆ Excellent oral and written communication skills in English.

HOW TO APPLY

PART A

- Interested individual Consultant or Consulting Firm/ Agency/ Organization may submit their proposal, separately for Technical and Financial bid under sealed cover, latest by February 1st, 2010 [up to 1200 hours noon] addressed to **PCDS, NERCORMP, Sympli Building (Near Shillong Law College), First Floor, Dhankheti, Shillong 793 001.**
- The technical proposal, may ideally contain (a) plan / design of work for analysis, (b) probable structure of the report; (c) short CVs of the consultants and (c) evidences of experiences and capabilities in undertaking the task, inter alia.
- Financial proposal must provide details of the cost of experts and survey staff, travel, accommodation and subsistence, report production and any other associated cost.
- If required, only short listed offers/ bids will be invited to interact with the Project Authorities / Committee constituted for this proposal; they may also be required to give a presentation (oral and / or Power Point) if the Project Authorities/ Appropriate Committee desires so at the time of interaction.
- If Interaction is required for the purpose, the same will be held in the project office at Shillong in the above mentioned address. All consultants/firms attending the interaction session will however do so at their own cost.
- Ceteris paribus, knowledge and familiarity with the region, structure and philosophy of similar project and project areas will be added advantage.

PART B

- A separate MoU will be signed between the Project and Consultant/ Consulting Firm/ Agency being awarded the contract.