

**Forest Research Institute, Dehradun**  
**Capacity Building Support Agency (CBSA) for the Neeranchal National Watershed**  
**Management Project, Government of India, Ministry of Rural Development,**  
**Department of Land Resources, New Delhi**  
**ToR for the Consultant - Capacity Building Specialist (CBS)**

**1. Background**

The Department of Land Resources (DoLR), Ministry of Rural Development (MoRD), Government of India has been tasked to implement the World Bank supported 'Neeranchal National Watershed Management Project'. Neeranchal is expected to positively influence the outcomes of the ongoing Watershed Development Component of Pradhan Mantri Krishi Sinchai Yojana (WDC-PMKSY) by way of technical and financial support for better delivery and impacts through improved planning approaches, capacity building, coordination and convergence, and supportive research and development. The WDC-PMKSY follows the operational guidelines of the erstwhile Integrated Watershed Management Programme (IWMP) that was implemented between 2009 -2015 across 28 Indian States. The main objectives of the WDC-PMKSY are to restore the ecological balance by harnessing, conserving and developing degraded natural resources such as soil, vegetative cover and water. The outcomes are prevention of soil run-off, regeneration of natural vegetation, rain water harvesting and recharging of the ground water table. This enables multi-cropping and the introduction of diverse agro-based activities, which help to provide sustainable livelihoods to the people residing in the watershed area. The Government of India, MoRD, DoLR, New Delhi has engaged the Forest Research Institute as a Capacity Building Support Agency (CBSA) and has entrusted the following assignment/ tasks to be accomplished in the period (December, 2015- March, 2022)

**2. Objectives of Assignment to CBSA:**

- a) A comprehensive assessment of the systemic and specific CB-related challenges encountered within the Watershed Development Component - PMKSY with special reference to the Project States and recommend realistic solutions to address these within the given framework of the programme.
- b) A broad-based needs assessment of various stakeholders, both individuals and institutions to understand the appropriateness and adequacy of current CB initiatives and recommend appropriate solutions. This effort would include identification of the various stakeholders, understand their specific requirements and recommend appropriate and cost-effective solutions for these requirements. Solutions recommended must be relevant to their region and agro-climatic contexts. (During the project preparation phase, a preliminary CB assessment was undertaken to get an overview of the current status and look at initial recommendations for incorporation into future strategy. The CBSA would build upon this as required.)

- c) Development of training material including online courses/training material for all components of the PMKSY with special focus on watershed activities. Review of all training material/ resources available with the Project states is a pre-requisite prior to developing or recommending the use of new training material. In the development of training material keep in focus other components of the Neeranchal.

### 3. Scope of Work/ Main Tasks to CBSA:

- Setting standards for various CB inputs,
- Advisory support and assistance to States and PIU CB Cell as required and requested, in terms of development of materials and modules, appropriate delivery mechanisms, identifying appropriate institutions and resource persons for both pan-India and State-specific needs,
- Identifying appropriate nodal and specialized training institutions suited to various requirements,
- Assist SLNAs/State CBSAs to develop training calendars and customize trainings as per local requirements,
- Sharing CB-related best practices and learnings across States,
- Defining monitoring and evaluation benchmarks and indicators,
- Developing a framework for quality assurance and ensuring quality CB inputs,
- Taking a key role in trainings that would be imparted centrally and assist the nodal CB institute as required ,
- Recommend non-traditional and innovative modes and models for CB eg. video presentations at community level, satcoms, peer reviews, etc,
- Ensure that CB-related inputs are hosted and updated on the Neeranchal Knowledge Portal. For this to work in close co-ordination with the Consultant/partner assigned with the responsibility of the Knowledge Portal.

### 4. Reports and Schedule of Deliverables by CBSA:

No	Deliverable (*Notes are not exclusive)
1.	Submission of Project Inception Report and work plan with timelines as per contract.
2.	Submission of Assessment Report on current systemic and State-specific challenges in implementing various components of project.
3.	Develop and submit specific ToRs for hiring of State's CBSA.

No	Deliverable (*Notes are not exclusive)
4.	Submission of Training Needs Assessments Report <i>[Note: TNA should be based on an approved framework for various categories of stakeholders including supporting organisations and institutions to understand the appropriateness and adequacy of current CB initiatives. As part of the TNA, the consultant shall identify technical and managerial skills that can be centrally imparted, assess the availability of material and modules. On a sample basis, the consultant shall assess application of knowledge/skills amongst a cross section of already trained persons at different levels. Include this in report.]</i>
5.	Develop and submit Action Plan for project period based on TNA <i>[Note: Based on feedback from the TNA, develop and share comprehensive plan including timelines for the future engagement at national level and for specific States in terms of development of material and modules, requirement for handholding support, etc.]</i>
6.	Develop and submit General guidelines for training design including delivery of training, duration, training equipment, accommodation and other logistics for various target groups including development of training material. <i>[Note: Recommend non-traditional modes of training delivery and include in training design along with steps for their operationalization including specialized agency deliverables, costs, etc. This can be delivered as a second report of this deliverable in about 12<sup>th</sup> month from the contract.]</i>
7.	Develop and submit report defining parameters for assessing appropriateness and adequacy of training modules and materials for various stakeholders. Also undertake a sample review of training material/ modules which is currently available and provide necessary recommendations to present modules.
8.	Prepare and submit SLNAs/ State-wise training calendars <i>[Note: Calendar should be for the specific requirements of the respective States and aligned with the watershed activity planning/calendar (trainings and further assistance as required)]</i>
9.	Develop and submit an inventory of institutions and organizations for both general and specialized training requirements, keeping in mind specific needs, target group, distance, etc. <i>[Note: This is to be reviewed and updated annually.]</i>
10.	Provide annual report on actions taken to assist State CBSA/SLNA to identify resource persons and implement Training of Trainers Programme (ToT) to develop a core group of resource persons for every State or to be shared by States. <i>[Note: To be updated quarterly. Guidelines to be formulated for the ToT programme.]</i>
11.	Submit reports for testing of new modules and training materials for their efficacy prior to dissemination and use on a larger scale <i>[Note: Testing to be based on agreed checklist to be a part of the TNA report]</i>
12.	Prepare and submit an inventory of thematic best practices that can form the basis for identification of options for exposure visits both national and international, to be updated on a regular basis
13.	Prepare and submit an inventory of CB best practices including methods, processes and models highlighting their contexts, unique requirements and ease of adoption
14.	Assess and submit report documenting CB outcomes for various categories of stakeholders with recommendations for further improvement on yearly basis
15.	Provide support as required to the Communications and M&E Teams in the National Project Implementation Unit (NPIU) and States on regular basis

No	Deliverable (*Notes are not exclusive)
16.	Share documented information on best practices, resource persons, emerging learning's from the assignment etc. with the Neeranchal web based Data and Knowledge Centre on an regular basis in agreed formats
17.	Any other project related work

The CBSA – FRI, Dehradun intends to engage services of a Consultant – Capacity Building Specialist (CBS) initially for a period of one year. The assignment to Consultant is extendable till the project assignment period to CBSA on and renewable basis and mutual agreement.

#### **5. Role and responsibilities of the Consultant- CBS:**

The Consultant - CBS is expected to render technical help, facilitate and guide in the preparation, finalization and submission of all reports and deliverables to the Project Authorities- Project Implementation Unit, DoLR, Ministry of Rural Development, GoI, New Delhi as envisaged above in items 1 to 4 with the support of project team at CBSA. The Consultant - CBS will undertake visit to Project Implementation Unit, and State Level Nodal Agencies (S LNAs) and field sites of the Project and participate in meetings, seminars, workshops etc. organized in connection with above entrusted assignment. The Consultant -CBS will report to the Project Advisor (Director, FRI) and update the progress on assigned task.

#### **6. Selection Criteria/ Desired Qualifications and Experience:**

- i. Over 10 years of experience in design and delivery of Capacity Building in Natural Resource Management (NRM/Agriculture/Rural Development Sectors) in India. Expertise in large landscape planning and management as well as experience in handling national/international projects/assignments. Master's Degree Required.
- ii. Extensive knowledge of Indian government institutional set-up and operations;
- iii. Excellent interpersonal, problem-solving, diplomatic and team skills and proven ability to work across boundaries and interest groups; and
- iv. Computer knowledge and Strong written and spoken English language communication skills will be a must

#### **7. Duration and Location:**

The duration of the proposed assignment is 52 months (initially for 1 year which may be extended up to 52 months or Project completion whichever is earlier) starting from January, 2018 to December, 2018 located in the Forest Research Institute in Dehradun. The candidate will report to the Project Adviser.

#### **8. Remuneration**

The Consultant so engaged will receive a consolidated fixed remuneration per month. In addition, he will receive TA/DA for outstation tours for the assignment as admissible under the Government of India rules.