1. **“EUROPEAN NEIGHBORHOOD AND PARTNERSHIP INSTRUMENT (ENPI) EAST COUNTRIES FOREST LAW ENFORCEMENT AND GOVERNANCE II PROGRAM” AND “ENPI EAST COUNTRIES FLEG II: COMPLEMENTARY MEASURES FOR GEORGIA AND ARMENIA**

2. **TITLE:** CONSULTANCY FIRM TO ORGANIZE FLEG ROADSHOWS ON FORESTRY ISSUES IN FOREST DEPENDENT COMMUNITIES OF ARMENIA

3. **REPORTING:** IUCN ENPI FLEG Program Coordinator

4. **LOCATION:** ARMENIA

5. **DURATION:** Three months

6. **STARTING:** 25 March 2014

7. **BACKGROUND**

The Austrian Development Agency (ADA) has implemented a Program in Armenia and Georgia that supports initiatives that are similar to those implemented in the European Neighborhood and Partnership Instrument East Countries Forest Law Enforcement and Governance II Program (the “Program”). ADA aims at putting in place improved forest governance arrangements through the effective implementation of the main priorities set out in the St. Petersburg Ministerial Declaration and other plans of action for the Europe and North Asia Forest Law Enforcement and Governance (ENA-FLEG) process.

This Program specifically covers two countries - Armenia and Georgia. The Program supports selected pilot activities to be implemented with the active involvement of governments, civil society and the private sector. Most activities will be at a country level, complemented by strategically targeted sub-regional and regional actions. The Program is supported by the Austrian Development Agency contributing to a special single-donor trust fund administered by the World Bank (WB). Implementation of the Program is led by the World Bank, working in partnership with the International Union for Conservation of Nature and Natural Resources (IUCN) and the World Wide Fund for Nature (WWF) (all three collectively referred to as the “Implementing Organizations” or “IO’s”) and in close coordination with governmental and nongovernmental stakeholders of the participating countries.

In the frames of ENPI FLEG I project in Armenia, one of the key outputs of the FLEG Roadshows held at 20 forest-dependent communities was a package of community demands and recommendations collected from local communities. A request to allow a free access to fallen wood was on the list of proposals and was effectively communicated and further lobbied by “Hayantar” SNCO. As a result, **Decree on «Free Provision of Deadwood to forest dependent communities»** was ratified by the Government of Armenia and provides an access of up to 8 m³ to 200 forest-dependent local communities which were hitherto charged for collection of fallen wood in their area.

Civic activity in the forestry issues which was raised by FLEG I through extensive road-shows and face-to-face meetings with rural communities proved effective in raising their local voice over illegal activities in forests. Visits in forest communities and open-air discussions made a sensible difference to their lives. The
villagers sought FLEG’s assistance to present their views and make their claims to be heard by the government. As it took quite a while to build confidence and trust, this trust now needs to be maintained.

By actively consulting local communities and seeking to understand their social, economic and environmental challenges they daily face in their communities is an important addition to law enforcement capacity. The fact that forests received most media coverage and public attention during FLEG I was largely due to engagement of local community members and regular reporting on corrupt activities. Villagers and local communities are the best source of what is happening in the forests.

This Roadshow aims at: (a) ensuring public access to decision-making, (b) raising the sense of community ownership over forests not only as timber resource but as a wealth of their natural resources and (c) increasing community confidence and trust in their ability to protect these forest resources.

The FLEG vehicle, carrying forestry and legal experts, would stop at village squares to discuss with villagers issues they face related to forest degradation and illegal logging, environmental impacts which occur as a result of human activities (soil erosion and degradation, drying up of water resources, landslides, etc) and how they can affect their community lives. Roadshows will give residents the chance to meet face to face with experts who will be able to answer questions about a range of forestry issues and services.

8. **OBJECTIVES OF THE ASSIGNMENT**

To initiate the FLEG Roadshows in forest dependent communities of Armenia as part of the ENPI FLEG II Program Country Work Plan Activity 6.3 “Road Shows in forest-dependent communities in Armenia Program” in order to raise the local voice of rural communities, gather their appeals with regards to the forest management and contribute to the governance and sustainable development of forests by increasing the knowledge base and the civic spirit of population of communities adjacent to forests.

9. **SCOPE OF SERVICES**

9.1 **General**

The contract company/firm registered in Armenia will be responsible for recruiting a group of forestry experts and touring the rural and isolated forest communities in Armenia to conduct a Roadshow and offer information and advice to the communities on the importance of natural resources conservation. During the tour, the FLEG vehicle carrying experts would stop at village squares to discuss with villagers issues faced by the villagers related to forest management problems affecting their lives (such as forest degradation, illegal logging, soil erosion, drying up of water resources).

One of the most key objectives of the assignment is to listen to communities while moving through the forest villages and collect their appeals in order to present their views and claims to the government.

9.2 **Specific**

The contracted company/firm will:

- Study knowledge gaps of population of forest adjacent communities on legal, social, economic and environmental aspects of forest management in cooperation with FLEG experts;
- Identify locations, plan timetable and develop agenda;
- Develop presentations and materials for dissemination among schoolchildren and adult population of communities;
• Recruit speakers, including forest specialists and environmentalists, representing state structures and NGOs;
• Cooperate with local authorities and local «Hayantar» SNCO enterprises;
• Organize travel and accommodation for speakers/presenters on a FLEG Roadshow vehicle;
• Arrange roadshow venues and equipment (projector, laptop, internet, photocopier);
• Collect a package of community appeals to communicate to the government
• Copy and distribute presentations and other materials;
• Mobilize outreach (local and national media);
• Provide accurate information and advice to the Country Program Coordinator in a timely fashion so that all required technical and financial reports can be submitted;
• Work with the Country Program Coordinator to clearly communicate results, success stories and key messages from project;
• Print ENPI FLEG 2 Program disclaimer information to ensure branding visibility of the FLEG vehicle

9.3 Topics of presentations and meetings, followed by Q&A
• Legislative framework and harmful effects of illegal logging;
• Basics of forest management and identification of legality/illegality of logging activities in forest;
• Functions of the forest;
• Biodiversity issues related to forests;
• Forest protection activities and main structures involved;
• Rights of community members regarding ownership of forest resources/wood products.

9.4 The main outputs of the assignment are
• FLEG Roadshows in 15-20 communities adjacent to forests;
• A written record of community issues relating to forest use that can be used by the government to justify further action in rural communities.

10. IUCN’S INPUT
To contribute to the success of Consultant’s work, the IUCN CPCs will provide the consultant with data, reports of relevant analytical activities carried out in the national studies of the FLEG Project in the 6 ENPI East Countries and Russia. Examples of this input would be to provide the consulting firm with:
• National survey reports and data analysis
• Contact information of all stakeholders previously involved in the FLEG Roadshows and other community work during ENPI FLEG I Project in Armenia.

11. REPORTING AND APPROVAL PROCEDURE
The Company/Firm registered in Armenia will prepare and present to the IUCN ENPI FLEG II Country Program Coordinator progress reports on a monthly basis. The monthly reports will be called ‘Progress Reports’ and the last report will be termed ‘Final Report’. Each Progress Report will be submitted not later than 5 working days after the completion of each calendar month and the Final Report will be due no later than 15 working days after the end of the calendar month. Specific requirements for the reports are as follows:
• Report format is to be in two parts: (1) summary narrative of work completed for the month; and (2) summary financial report detailing the work time required and assignment completed by each assistant;
• The firm is required to submit one copy of the report to the IUCN ENPI FLEG Country Program Coordinator in English language

Once the Progress reports have been reviewed and the firm responds adequately to questions about the report (in written form) the reports will be processed along with an invoice attached with details about the work completed on a daily or monthly rate basis (this will be specified in the contract).

12. INSTITUTIONAL ARRANGEMENTS
The Consultant will work under the direct supervision of the IUCN Country Program Coordinator (CPC) in Armenia and, where needed, will cooperate with other FLEG programme national consultants in Armenia previously involved in conducting roadshows. The Consultant will communicate with CPC regularly to update on progress made in implementation.

13. QUALIFICATION REQUIREMENTS
The Company to be contracted for assignment should meet the following requirements:
• Company legally registered in Armenia by the State Cadastre Committee;
• At least 5 years of proven experience in environmental advocacy activities
• Extent of experience in negotiation with stakeholders;
• Rich institutional and human capacities for coordinating Roadshows;

The Key Personnel for the assignment should have the following qualifications:
• Masters degree in Environmental Policy or a discipline relevant to forest or natural resource management and governance issues;
• Prior involvement (at least 5 years) in environmental (forestry focused) advocacy at community level and work strengthening the role of community in the protection of their natural resources;
• Knowledge and understanding of the current forest management and governance issues in Armenia;
• Cultural awareness and sensitivity to gender issues.
• Fluency in spoken and written Armenian and English, Knowledge of Russian is an asset;
• Computer literacy, including the use of MS Excel, PowerPoint, and Word or similar office applications.