



## Terms of Reference for Development of Village Land Use Action Plans (VLUAPs) in the targeted landscapes of Rubavu, Rutsiro, Ngororero and Nyabihu Districts, Rwanda

### Summary of Assignment

<b>Title</b>	Facilitate the development and production of <b>#100</b> Village Land Use Action Plans (VLUAPs) <b>on a rolling basis</b>
<b>Position</b>	National short-term consultant(s) for VLUAPs Processes
<b>Profile(s)</b>	The lead consultant will offer the following experience: (i) Master’s degree, or equivalent in soil and water Conservation, or Agriculture, or Forestry, or Natural Resources Management; (ii) experience in participatory landscape restoration planning and implementation, (iii) a minimum of 10 years professional experience; (iv) demonstrated analytical skills and ability to lead a multidisciplinary team with good communication skills; (v) demonstrated ability to write clear reports and communications materials; and (vii) fluency in English is prerequisite, fluent Kinyarwanda with a working knowledge of French will be an asset.
<b>Duration of Assignment</b>	Up to 120 person-days (between July 2020 and November 2020) TBD
<b>Launch</b>	Work to commence immediately upon signature of contract. Missions will be planned in coordination with the EWMR Technical Assistance Team.

### Background

Sebeya Catchment, located in the Western part of Rwanda, is facing a set of compounding social and environmental crises. It is characterised by some of the steepest slopes, highest mountains and heaviest rainfall in Rwanda, combined with a population density exceeding the national average of 400 people/km<sup>2</sup>. Intensive cultivation of steep slopes with their fragile soils and deforestation for firewood, as 85% of rural communities depend on biomass fuel for cooking, has resulted in the extreme degradation of Sebeya’s land and water resources and high turbidity of the Sebeya River. Steep bare slopes are also highly susceptible to surface run-off during periods of heavy rain, forming deep gullies, causing landslides and flooding resulting in damage to infrastructure, homes, crops and the loss of lives and livelihoods in downstream communities.

These problems are further exacerbated by climate change, while limited economic opportunities (lack of access to the markets, lack of access to finance, lack of off farm livelihood opportunities etc.) mean Sebeya communities remain heavily dependent on subsistence farming.

In order to reverse the degradation, the Government of Rwanda has signed a partnership agreement with the Embassy of the Kingdom of the Netherlands (EKN) in Kigali to implement the “Embedding Integrated Water Resource Management In Rwanda” (EWMR) Project. The project overall purpose is to “Increase livelihood and conservation benefits in Sebeya (& other) catchments from restoration & improved local land management”. Implementation of the project is being led by the Rwanda Water

Resources Board (RWB) with the technical support from the International Union for Conservation of Nature (IUCN) and Netherlands Development Organisation (SNV).

### **Village Land Use Action Planning**

The “**Embedding Integrated Water Resource Management In Rwanda**” (EWMR) Project uses a participatory community approach in which actions are planned at the village level through “Village Land Use Action Plans” (VLUAP) planning processes in order to assure community ownership. This process intends to generate practical and user-friendly plans with agreed actions at the village level. Women and men actively participate in identifying issues (using problem tree analysis methodology) followed by proposing remedial actions based on technical specifications provided. These actions are integrated into village performance contracts (imihigo).

### **Objectives of the Assignment**

The Consultant will lead participatory Village Land Use and Action Planning (VLUAP) processes in 100 villages in Rubavu, Rutsiro, Ngororero and Nyabihu Districts. Plans developed should include both environmental and socio-economic interventions. **Please refer to Annex 1 List of Priority Villages to be included in Phase II and Annex 2 Road Map for VLUAP Phase II:**

Deliverables will include (i) leading data collection, (ii) analysis and development of technical specifications for remedial actions specific to each village, (iii) production of SMART, concise and actionable VLUAP reports with up to date cost estimates and related communications products. The consultancy has the broad objective of supporting 2~3 VLUAP teams (TBD at time of contract negotiation) carrying out engagement and planning processes at the village level.

The scope of the assignment is to

- Develop guidance and concept notes for VLUAP processes to be conducted in villages in Rubavu, Rutsiro, Ngororero and Nyabihu Districts;
- Review and ensure training materials are up to date incorporating biophysical and livelihoods content;
- Recruit necessary technical support and prepare the logistical support as required;
- Provide leadership to VLUAP teams deployed in Sebeya Catchment;
- Assure close collaboration with local leaders and seek their full involvement at Village, Cell, Sector and District levels to ensure that they are aware of activities in the field ensuring inclusion of all community members (youth women men and people living with disabilities);
- Clean and compile and analyse data gathered by teams in the field;
- Prepare SMART, concise and actionable VLUAPs by compiling a). Smart VLUAP reports; b). Detailed maps showing areas of intervention c). Accurate costings of proposed actions;
- Review and provide input on community mobilisation materials in collaboration with EWMR Consortium Community Mobilisation NGO Partner and IUCN communications assistant;
- Assist in developing Terms of Reference for additional surveys and studies that might be required; and
- Record lessons learned in the VLUAP process and share these with relevant stakeholders.
- Work with the EWMR TA team to develop strong policy and communications messages from the VLUAP process.

### **Consultancy Deliverables**

The main deliverables of this consultancy will be:

<b>Deliverables</b>	<b>Description</b>
Coordination and Leadership of VLUAP processes	The consultant will coordinate and lead participatory processes in 100 villages in Rubavu, Rutsiro, Ngororero and Nyabihu Districts. The consultant will be responsible for recruiting GIS technicians and other technical support as required to deliver actionable VLUAP reports and maps within the agreed upon timeframe. The consultant will work in close collaboration with the EWMR Project Hubs and Kigali based Senior Technical Advisors to complete this assignment.
Production of SMART VLUAP Reports	The consultant will compile data collected through VLUAP development processes along with issues identified (using a problem tree analysis methodology) and actions proposed by participating villages into concise and technically sound, SMART and actionable VLUAP reports <b>(on a rolling basis)</b> that include: interventions with technical specifications, descriptions of the roles of gender and youth disaggregated actors and stakeholders, detailed maps that show the location of interventions, and a timeline for their implementation. In addition, the consultant will compile lessons learned from VLUAPs and aggregate a number of VLUAP reports to inform updating and developing MCAPs, and use the lessons to inform policy and for communications
GIS data	Shapefiles (.shp) with attribute tables containing, for each geometric feature (polygon, line, point) the type of intervention, the name and the code of the village, the names of the district, the sector and the cell.
Mission reports	The consultant will document the VLUAP process by providing brief reports of activities, findings and lessons learned from each VLUAP process, with recommendations for follow-up activities.
Activity Reports (timesheet)	The consultant will provide a monthly report with a concise description of his/her activities including numbers of hours worked (in form of a timesheet) relative to work output. The consultant and the EWMR project will agree on the format and template for these reports.

### **Time Frame and Deliverables**

The consultant should be available to commence work in August, 2020 and submit 100 finalised (reviewed and validated) Village Land Use Action Plans by 31 November 2020 at the latest.

### **Lead Consultant(s) Profile and Experience Required**

The lead consultant should fulfil the following profile and experience:

- a) A Master's degree or equivalent or B.Sc. degree in Soil and Water Conservation, Agriculture, Forestry or Natural Resources Management or equivalent with experience leading participatory landscape restoration planning and implementation;
- b) A minimum of 10 years professional experience (Master's degree) and 15 years professional experience (B.Sc. degree), in landscape restoration planning employing participatory approaches with local villagers and leaders;
- c) Demonstrated analytical skills and demonstrated ability to lead a multidisciplinary team with good facilitation and communication skills;
- d) Demonstrated ability to write clear, concise technical reports in English; and
- e) Fluency in English with Kinyarwanda and French an asset.

### **GIS Consultant(s) Profile and Experience Required**

- a) At least a first degree in forest sciences, geography, GIS or environmental sciences or equivalent and should demonstrate strong experience in land use planning.
- b) 4 years' experience in use of ArcGIS specifically with geo-processing and geo-statistical analysis and forest/land use mapping using GIS/remote sensing software.
- c) 3 years' experience in GIS in Rwanda or other East African countries in similar context in the region with highly scattered trees and small woodlot mixed with crops/agroforestry, using on screen digitization and automated satellite image classification.
- d) Must demonstrate willingness to work in difficult rural areas with limited amenities and rough terrain. He/she must demonstrate past successful cases of developing participatory maps with local communities.
- e) Excellent, reporting and communication skills in Kinyarwanda and English.

The consultant(s) will work in close collaboration with the EWMR project team, with IUCN and SNV who collectively will provide overall coordination of the VLUAP development on behalf of the technical assistance consortium.

### **How to Apply**

Financial and technical offers should be sent **by email** to [rwanda@iucn.org](mailto:rwanda@iucn.org), copying [Valentine.Ikirezi@iucn.org](mailto:Valentine.Ikirezi@iucn.org) and [Glenn.Raynor@iucn.org](mailto:Glenn.Raynor@iucn.org)

Offers should indicate **“Your Name” - “Terms of Reference for Development of Village Land Use Action Plans (VLUAPs)”** in the subject line.

**Please note that due to ongoing emergency travel restrictions in and out of Rwanda priority will be given to consultants already established and legally authorised to work in Rwanda.**

Deadline for submissions is **17:00 Rwanda time, 05, August, 2020**

## Annex 1

### Sebeya Project Priority Villages for VLUAP (Phase II)

#### A. Sebeya Downstream

Sub-Catchment name	District name	Sector Name	Cell Name	No.	Village name		
Karambo	Nyabihu	Bigogwe	Muhe	1.	Murambi		
				2.	Rusogo		
				3.	Kananira		
				4.	Kirandaryi		
					Kijote	5.	Gasiza
			Arusha	6.	Ngamba		
				7.	Ngagihinga		
						8.	Ngandu
			Rega	9.	Gaturo		
				10.	Nyagafumberi		
				11.	Kinamba		
				12.	Mizingo		
				13.	Kabaya		
				14.	Kariyeri		
				15.	Kagano		
				16.	Ngagare		
Bihongora		Mulinga	Mulinga	17.	Muremure		
				18.	Gakamba		
		Rambura	Mutaho	19.	Bukinanayana		
		Rubavu	Kanama	Nkomane	20.	Kibuga	
21.	Mashyoza						
Rusongati	22.			Nyabitunda			
	23.			Gahurizo			
	24.			Kazuba			
Karambo		Kanzenze	Ndoranyi	25.	Gikuyu		
				26.	Gitega		
				27.	Giramata		
		Kanyirabigogo	28.	Mizingo			
			29.	Kabana			
			30.	Murambi			
			31.	Rukara			
		Muramba					

Sub-Catchment name	District name	Sector Name	Cell Name	No.	Village name
Sebeya Downstream				32.	Mizingo
			Nyamirango	33.	Mareru
				34.	Cyivugiza
			Nyamikongi	35.	Rwamikungu
				36.	Nyamikongi
			Nyamikongi	37.	Karerema
				38.	Kabari
			Muramba	39.	Kanya
				40.	Muramba
				41.	Rubara
			Kirerema	42.	Rushasho
			Nyamirango	43.	Bisesero
				44.	Gasizi
				45.	Nyamirango
		Nyaruteme	46.	Rugali	
Sebeya Downstream	Rubavu	Nyakiriba	Gora	47.	Burima
				48.	Gora
			Nyarushyamba	49.	Makoro
				50.	Bazirete
				51.	Kavumu
				52.	Runyenyeri
				53.	Nyonirima
				54.	Ruhangiro
				55.	Ruvuzananga
			Bisizi	56.	Runaba
				57.	Gisangani
				58.	Mwumba
				59.	Kibuye
				60.	Bweza
				61.	Kingoma
			62.	Kamakinga	
			Kanyefurwe	63.	Muhira
				64.	Nyakabungo
65.	Rukoro				

Sub-Catchment name	District name	Sector Name	Cell Name	No.	Village name
				66.	Kiyovu
				67.	Kitarimwa
				68.	Rugerero
		Nyundo	Mukondo	69.	Kabitongo
				70.	Remera

### B. Sebeya Upstream

Sub-Catchment name	District name	Sector Name	Cell Name	No.	Village name
Pfunda Bihongora	Rutsiro	Kivumu	Bunyunju	1	Cyivugiza
			Kabujenje	2	Tarafiporo
				3	Kamabuye
				4	Karungu
				5	Rutambi
				6	Kanyempanga
			Bunyoni	7	Nganzo
				8	Kabigabiro
		Nyabirasi	Terimbere	9	Ruraji
				10	Rwandizi
				11	Karongi
			Kivugiza	12	Nyampengeri
				13	Kamananga
			Cyivugiza	14	Mukungu
				15	Nyabishonga
				16	Gashahaga
				17	komero
			Mubuga	18	Gatsiro
				19	.Rutovu
				20	Bugorozi
				21	Rwankuba
				22	Pfunda
Kigeyo	Nyagahinika	23	Kampi		
24		Nteko			
25		Rususiro			
Murunda	Kirwa	26	Bukongora		
Nyabirasi	Busuku	27	Rwamigega		
		28	Ngugo		
		29	Tsindiro		
<b>Sebeya Upstream</b>	<b>Ngororero</b>	Muhanda	Bugarura	30	Nkongora