



वन अनुसंधान संस्थान, देहरादून
FOREST RESEARCH INSTITUTE, DEHRADUN

Subject: Request for Expression of Interest (EoI) for engaging Experts.

Forest Research Institute has been awarded a consultancy assignment by the Government of India Department of Land Resources, Ministry of Rural Development, New Delhi as Capacity Building Support Agency. Under this assignment, Director, FRI invites the applications from the suitable experienced candidates for the following positions:

1. Capacity Building Expert
2. Institutional & Social Expert
3. Print Visualizer

Detailed TOR can be downloaded from the FRI website <http://www.fri.res.in>. Interested and eligible applicants are invited to submit a letter expressing their reasons for interest in the job along with signed curriculum vitae including details of similar assignments/experiences undertaken in the past. The last date of submission of duly signed applications is on or before 26TH March, 2018(before 3.00PM). Late received applications will not be entertained.

**Director ,
Forest Research Institute
Neeranchal Project
P.O. New Forest, Dehradun, Uttarakhand-248006**

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**Neeranchal Project – Capacity Building Support Agency (CBSA)
Forest Research Institute, P.O. New Forest Dehradun**

Title of assignment: Capacity Building Expert

1. Background

The Department of Land Resources (DoLR), Government of India is 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 PradhanMantriKrishiSinchaiYojana (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.

2. Objectives of assignment:

1. 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.
2. 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.)
3. 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

- 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 specialised 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

No	Deliverable (*Notes are not exclusive)
1.	Preparation and Submission of Project Inception Report and work plan with timelines as per contract.
2.	Preparation and 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.	Preparation and 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 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 12th month from the contract.]</i>
6.	Develop and submit ToRs for CB nodal & specialised institutes and assist NPMU and States to identify such institutions by providing long list of identified institutions.
7.	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>
8.	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>
9.	Develop and submit indicators for impacts and outcomes including process related (intermediate) indicators for M&E
10.	Develop & implement a framework for quality assurance for CB.
11.	Assist the PIU-CB Cell and Nodal institute to deliver trainings that can be centrally imparted on an ongoing basis with appropriate modules, identification of resource persons, training material, etc.
12.	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>
13.	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 an regular basis
14.	Prepare and submit an inventory of CB best practices including methods, processes and models highlighting their contexts, unique requirements and ease of adoption
15.	Any other project related work

5. **Specific Tasks:**

The CB Expert will render all Technical assistance to the project team in carrying out main tasks and achieving deliverables of the project. Specifically CB Expert will carry out the Training Need Assessment, Development of Training Contents, Modules of Proposed Trainings based on Training Need Assessment Report. The CB Expert will provide resource inputs in planning, organization, conduct and execute trainings of ToTs and other customized trainings/activities as envisaged under the project.

6. **Selection criteria/ Qualifications**

- i. **Essential**-Masters degree in Forestry/Agriculture/Ag. Engineering /Environment Science.**Desirable** Ph. D. degree in related subject
- ii. Over 6 years of experience in design and delivery of CB in NRM/ Agriculture/Rural Development/Environment Science/Watershed Sectors in India.
- iii. Extensive knowledge of Indian government institutional set-up and operations;
- iv. Excellent interpersonal, problem-solving, diplomatic and team skills and proven ability to work across boundaries and interest groups; and
- v. Computer knowledge and Strong written and spoken English language communication skills will be a must

7. **Duration and Location**

Initial engagement of the CB Expert will be for one year. However, engagement can be renewed on annual basis for the project period based on his/her performance and the specific needs of the project. The engagement of CB Expert is purely temporary and can be terminated by the Project Leader for poor performance, misconduct, indiscipline and any other short comings at any time by giving one month notice or one month salary in lieu of notice period. The CB Expert can be permitted to leave the project assignment by submitting one month notice. The temporary services of the CB Expert will be governed by Central Government/ Project Rules and regulations as practiced by FRI, Dehradun. The Selected candidate will be stationed at FRI, Dehradun (Uttarakhand). The selected candidate will be required to undertake extensive touring to project sites.



**Neeranchal Project – Capacity Building Support Agency (CBSA)
Forest Research Institute, P.O. New Forest Dehradun**

Title of assignment: Institution and Social Expert

1. Background

The Department of Land Resources (DoLR), Government of India is 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 PradhanMantriKrishiSinchaiYojana (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.

2. Objectives of assignment:

1. 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.
2. 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.)
3. 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

- 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

No	Deliverable (*Notes are not exclusive)
1.	Preparation and Submission of Project Inception Report and work plan with timelines as per contract.
2.	Preparation and 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.
4.	Preparation and 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>

No	Deliverable (*Notes are not exclusive)
5.	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 12th month from the contract.]</i>
6.	Develop and submit ToRs for CB nodal & specialised institutes and assist NPMU and States to identify such institutions by providing long list of identified institutions.
7.	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>
8.	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>
9.	Develop and submit indicators for impacts and outcomes including process related (intermediate) indicators for M&E
10.	Develop & implement a framework for quality assurance for CB.
11.	Assist the PIU-CB Cell and Nodal institute to deliver trainings that can be centrally imparted on an ongoing basis with appropriate modules, identification of resource persons, training material, etc.
12.	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>
13.	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
14.	Prepare and submit an inventory of CB best practices including methods, processes and models highlighting their contexts, unique requirements and ease of adoption
15.	Any other project related work

5. Specific Tasks

The Institution & Social Expert will render technical assistance to the Project Team in carrying out main tasks and achieving various deliverables of the project. Specifically the expert is expected to contribute professional inputs towards Participatory Community Approach including PRA, RRA, Focused Group Discussions, development of Capacity Building material and conduct of ToTs, etc as envisaged under the Project.

6. Selection criteria/ Qualifications

- i. **Essential:** Master Degree in Life Sciences/Forestry/Agriculture/Sociology/Social Works (MSW)/ Environment Science.

- ii. Over 5 years of professional experience in design and delivery of CB in NRM/ Agriculture/Rural Development/Environment Science/Watershed Sectors in India. Specific experience of working at the Grass root level/social communities applying participatory approach.
- iii. Extensive knowledge of Indian government institutional set-up and operations;
- iv. Excellent interpersonal, problem-solving, diplomatic and team skills and proven ability to work across boundaries and interest groups.
- v. Computer knowledge and Strong written and spoken English language communication skills are preferred.
- vi. Age Limit: Below 45 years on the last date of application.

7. Duration and Location

Initial engagement of the Institution and Social Expert will be for one year. However, engagement can be renewed on annual basis for the project period based on his/her performance and the specific needs of the project. The engagement of Institution and Social Expert is purely temporary and can be terminated by the Project Leader for poor performance, misconduct, indiscipline and any other shortcomings at any time by giving one month notice or one month salary in lieu of notice period. The Institution and Social Expert can be permitted to leave the project assignment by submitting one month notice. The temporary services of the Institution and Social Expert will be governed by Central Government/ Project Rules and regulations as practiced by FRI, Dehradun. The Selected candidate will be stationed at FRI, Dehradun (Uttarakhand). The selected candidate will be required to undertake extensive touring to project sites.



**Neeranchal Project – Capacity Building Support Agency (CBSA)
Forest Research Institute, P.O. New Forest Dehradun**

Title of assignment: Print Visualizer

1. Background

The Department of Land Resources (DoLR), Government of India is 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 PradhanMantriKrishiSinchaiYojana (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.

2. Objectives of assignment:

1. 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.
2. 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.)
3. 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

- Project is looking for a professionally sound and experienced creative visualizer who can create designs, learning tools, good quality scientific reports/manuals for Print/Web/Apps Media. Capable of creating design solutions from concept to production.
- 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

No	Deliverable (*Notes are not exclusive)
1.	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 12th month from the contract.]</i>
2.	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.
3.	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>

No	Deliverable (*Notes are not exclusive)
4.	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>
5.	Develop and submit indicators for impacts and outcomes including process related (intermediate) indicators for M&E
6.	Develop & implement a framework for quality assurance for CB.
7.	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
8.	Take a lead in assisting States to convert learning emerging from the assignment into training modules and training material for relevant target groups with the help of specialised agencies such as Adult Literacy Dept. or others as required, on yearly basis
9.	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 a regular basis in agreed formats
10.	Any other project related work

5. Specific Tasks:

- To assist in production of quick and good quality art work for awareness campaign, presentation and adult learning purposes.
- To prepare digital interactive teaching tools
- To render technical assistance in production of quality scientific reports, training manuals and other outputs related to the project deliverables.
- To prepare reports in visualizer to view statistics and quality summaries of data source files, help message assigned alerts, generate printable reports.

6. Selection criteria/ Qualifications

- i. **Essential:** A Graduate Degree in related field. **Desirable:** Professional Degree/Diploma in related field.
- ii. Over 2 years of professional experience in web designing, computer graphics, animations, coral draw, layout and design of adult literacy and digital/on line training materials.
- iii. Extensive knowledge of Indian government institutional set-up and operations;
- iv. Excellent interpersonal, problem-solving, diplomatic and team skills and proven ability to work across boundaries and interest groups; and

- v. Computer knowledge and Strong written and spoken English language communication skills will be a must
- vi. **Age:** Below 45 years on last date of application.

7. Duration and Location

Initial engagement of the Print Visualizer will be for one year. However, engagement can be renewed on annual basis for the project period based on his/her performance and the specific needs of the project. The engagement of Print Visualizer is purely temporary and can be terminated by the Project Leader for poor performance, misconduct, indiscipline and any other short comings at any time by giving one month notice or one month salary in lieu of notice period. The Print Visualizer can be permitted to leave the project assignment by submitting one month notice. The temporary services of the Print Visualizer will be governed by Central Government/ Project Rules and regulations as practiced by FRI, Dehradun. The Selected candidate will be stationed at FRI, Dehradun (Uttarakhand). The selected candidate will be required to undertake extensive touring to project sites.
