



SCOPE OF WORK FOR CONSULTANT

Case Study Design and Documentation

1 INTRODUCTION

The “USAID Biodiversity Conservation” activity (hereinafter referred to as Project) is a 5-year project starting from July 2020 to June 2025. The project aims to maintain and increase forest quality and protect and stabilize wildlife populations in high conservation value provinces (Ha Tinh, Ninh Binh, Quang Binh, Quang Tri, Thua Thien Hue, Quang Nam, and Lam Dong). The project targets fourteen special-use forests (SUFs) and seven protection forests (PFs), linking forest management units across the landscape to maintain forest cover and connectivity of habitats vital for protecting Vietnam’s threatened and endemic species.

The project is implemented by WWF in collaboration with Helvetas Swiss Intercooperation, Education for Nature Vietnam (ENV), Flora and Fauna International (FFI) Vietnam, Global Wildlife Conservation (GWC), International Union for the Conservation of Nature (IUCN) Vietnam, and the Leibniz-Institute for Zoo and Wildlife (IZW) and in partnership with the Management Board for Forestry Projects, Ministry of Agriculture and Rural Development (MARD).

In order to address the existing issues in Biodiversity conservation and forest protection in the targeted areas, the Project offers a systemic solution, using the synergies of the four strategic approaches (SA) namely: 1) SA1: Promote Conservation-Friendly Enterprises in Forest Dependent Communities; 2) SA2: Strengthen Management of Special-use and Protection Forests; 3) SA3: Increase Functionality of Law Enforcement Systems for Forest and Wildlife Crimes; and 4) SA 4: Reduce Local Demand Through Behavior Change Methodologies (maybe some sentences explaining on each.

The SA 1 “Promote Conservation-Friendly Enterprises in Forest Dependent Communities” aims to provide income opportunities to forest-dependent communities to move away from unsustainable natural resource use toward conservation-friendly and sustainable income streams. Through active participation in biodiversity conservation-friendly value chains of NTFPs and high-value agricultural products, community-based ecotourism, conservation-friendly livelihood models, and other alternative employment opportunities, the forest-dependent communities are expected to reduce their dependency on forest resources, and thereby forests and wildlife will be protected.

So far, the project field activities have been deployed for about two years since the end of 2021 and the results seem encouraging. Significant changes in the performance of some selected value chains and CBET sites have been observed, specifically the changes in the targeted socio-economic indicators related to livelihood improvement and biodiversity conservation. In order to document the successful cases as lessons learned to share with relevant stakeholders and the wider audience, SA1 is looking for a qualified local consultant with experience in project documentation to help the SA1 team compile three successful cases in the English language with publication quality.



2 PURPOSE AND OBJECTIVES

The purpose of this task is to document some of the successful cases of livelihood development associated with biodiversity conservation, implemented by SA1 in the project-targeted areas. The documentation is expected to capture the overall picture of the selected cases before and after the project interventions, identify the factors contributing to the success, and elucidate the changes in the target communities' forest dependency level and the overall contribution of livelihood improvement to biodiversity conservation.

3 TASKS

Step 1: Preparation

The consultant will work closely with the Team Lead and the Communications and Knowledge Management Officer to prepare for the mission:

- Get a full understanding of the project concept and specifically the activities under the SA1.
- Learn about the cases to be documented and agree on the documentation outline and the main content to be included.
- Agree on the methodology and techniques used to compile the cases (including desk study, field visits, interviews, etc...)
- Make a detailed work plan based on the agreed terms above.

Step 2: Collect information from the 3 defined cases.

Step 3: Develop the first draft of the case study reports.

Step 4: Update and complete the final case study reports.

4 DELIVERABLES

3 well-structured and -written study cases in English with the following main content but not limited to:

- Executive summary (half to 1-page max) about the case including short background information about the project and donor.
- Background information about the project, the SA1, and the necessity of success cases' documentation
- Overall background socio-economic information about the project target areas and the area where the study cases are located.
- Background information on the selected cases.
- The relevant approaches and interventions implemented by the SA1 to improve livelihoods and contribute to forest protection and biodiversity conservation.
- Results achieved, including cost-benefit analysis with the help of SROI calculation (Social Return of Investment), indicating the changes in economic, social, and environmental aspects.
- Factors contributing to the results achieved and the challenges faced.
- Conclusion and recommendation.



5 TIME FRAME

The assignment will be implemented from January to 31 August 2024 and is suggested to be divided into two stages.

- Stage 1: from January to April 2024: completing the outlines with the main content based on the up-to-date information and fieldwork.
- Stage 2: from May to August updating information and completing the cases.

6 LOCATION

Fieldwork will be carried out in the project target areas where the cases are selected

7 QUALIFICATION REQUIREMENT

- Advanced degree in agricultural science, natural resource management, biology, environmental science, climate change, sustainable development, or related field.
- Knowledgeable in market-oriented development approaches in the agricultural sector involving multiple stakeholders.
- Experience in compiling case studies, project documentation, and publication.
- Excellent written and oral communication skills in English and Vietnamese required.

8 HOW TO SUBMIT THE PROPOSAL

Documents to be submitted: a proposal including technical and financial proposals and the consultant's CV in English.

Deadline: Final submission deadline 27 Dec 2023.

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The subject of the letter: Case study documentation-BCA.