



Terms of Reference for the Development of Management Plans for Mana Pools National Park, Chewore Safari Area, Sapi Safari Area, Hurungwe Safari Area, Dande Safari Area, Charara Safari Area and Doma Safari Area; and Integrated Landscape Management Plans for Hurungwe, Mbire, and Muzarabani Districts

Services Required:	Consultant to develop Management Plans for Mana Pools National Park, Chewore Safari Area, Sapi Safari Area, Hurungwe Safari Area, Dande Safari Area, Charara Safari Area and Doma Safari Area; and Integrated Landscape Management Plans for Hurungwe, Mbire, and Muzarabani Districts in relation to CWCs
Duty Station:	Zimbabwe, Zambezi Valley Project Area
Post Title	International/National Consultant
Type of Contract :	Individual Consultancy
Languages Required :	English
Starting Date :	December 2020
End date	November 2021
Duration of assignment:	180 working days.

Project Title: Strengthening Biodiversity and Ecosystems Management and Climate-Smart Landscapes in the Mid to Lower Zambezi Region of Zimbabwe

Background

The Government of Zimbabwe, through the Ministry of Environment, Climate, Tourism and Hospitality Industry (MECTHI), in partnership with the United Nations Development Programme (UNDP) is implementing a 6-year GEF funded project entitled “*Strengthening Biodiversity and Ecosystems Management and Climate-Smart Landscapes in the Mid to Lower Zambezi Region of Zimbabwe*”, locally known as the Zambezi Valley Biodiversity Project (ZVBP). The project is implemented under a National Implementation Modality (NIM) where MECTHI is the Implementing Partner. This is a child project being implemented under a global parent programme entitled “Global Partnership on Wildlife Conservation and Crime Prevention for Sustainable Development.” The project seeks to address multiple threats to biodiversity and sustainable community development in the Lower Zambezi region of Zimbabwe which include poaching and associated wildlife trade, retaliatory killing of wildlife, deforestation and associated land degradation due to unsustainable agriculture practices, firewood consumption, and uncontrolled veld fires. The project is being implemented in Hurungwe, Mbire and Muzarabani Districts as well as Mana Pools National Park, and Chewore, Sapi, Hurungwe, Dande, Charara and Doma Safari Areas.

The Zimbabwe project is therefore a multifocal area project whose objective is to promote an integrated landscape approach to managing wildlife resources, carbon and ecosystem services in the face of climate change in the protected areas and communal lands of the Mid to Lower Zambezi regions of the country. The project has 4 components namely: Component 1. Strengthening capacity and governance frameworks for integrated wildlife and woodland management and wildlife/forest crime enforcement in Zimbabwe; Component 2. Strengthening Zimbabwe's PA estate and CAMPFIRE Wildlife Conservancies in areas of

global BD significance; Component 3. Mainstreaming BD and ES management, and climate change mitigation, into the wider landscape; and Component 4. Knowledge Management, M&E and Gender Mainstreaming.

The project baseline analysis revealed that many PAs in the country have outdated Management Plans or no plans at all (e.g. Mana Pools National Park, Hurungwe, Sapi, Chewore, Dande, Doma Safari Areas). Some of the management plans (e.g. Mana Pools National Park) are very general and have no clear indicators of progress, timelines, and budgets for implementation. Some of the PAs have low level of collaboration with local communities and lack of their involvement in the PA management. PAs badly need training in anti-poaching, adaptive wildlife management, human-wildlife conflict resolution, collaboration with local communities and other stakeholders, fire management and climate-smart planning. Lack of adequate management planning for sustainable use of natural resources and implementation capacity is an obvious gap in the districts and Rural District Council management (e.g. Hurungwe, Mbire, and Muzarabani Districts).

Under Component 2, the Project is designed to develop and implement updated Management Plans for UNESCO Mana Pools WNH site (Mana Pools National Park, Sapi, and Chewore SAs) and the surrounding PA complex of Charara, Hurungwe, Dande, Doma Safari Areas, including enhanced anti-poaching, woodland, HWC and veld fire management. Component 3 is on Mainstreaming BD and ES management, and climate change mitigation, into the wider landscape. Under this Component, the project will develop climate-smart Integrated Landscape Management Plans (ILMPs) for Hurungwe, Mbire, and Muzarabani Districts to facilitate sustainable wildlife, woodland, and land management in the project area. The ILMPs and CWC business plans will be used as a guiding basis for development and implementation of projects in the target CWCs (established under Component 2) on CBWM, SFM, SLM, HWC resolution, fire management and alternative to poaching sources of income. The aim of integrated landscape management planning is to attain common ecological and resource use objectives in a collaborative interjurisdictional context. When appropriate, these plans set thresholds for future development and account for cumulative effects of existing development (the baseline).

With this background UNDP in partnership with ZIMPARKS and other partners is looking for a competent and experienced Planning expert.

Purpose of Assignment

The overall purpose of this assignment is to develop Park Management Plans for Mana Pools and surrounding Protected Area Complex which includes the national parks and six safari areas; and District Plans for the Muzarabani, Mbire and Hurungwe (northern part), in line with the community wildlife conservancies CWCs

Scope of Work:

UNDP seeks the services of a Landscape Management Consultant or Consultancy Team, to facilitate the development of management plans for the UNESCO Mana Pools World Heritage Site and the surrounding PA complex, as well as the development of Integrated landscape management plans for Hurungwe, Mbire and Muzarabani Districts. This will involve the following:

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1. Conduct Analyses and produce a detailed description of the Zambezi Valley Landscape

To understand and contextualize ecosystem-wide conservation planning, the consultant is expected to carry out a detailed evaluation and description of the Zambezi Valley Landscape. The consultant should build on the existing work done during the project formulation and the subsequent baseline assessment. The analysis should including the following:

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- a. Description of Mana Pools, Chewore Safari Area, Sapi Safari Area, Hurungwe Safari Area, Dande Safari Area, Charara Safari Area and Doma Safari Area; and Hurungwe, Mbire, and Muzarabani Districts.
- b. Description of communities and livelihood systems within the Zambezi Valley Landscape with particular focus on the three districts based on earlier work done during the baseline survey.
- c. Updating information and maps on Community Conservancies and their land uses
- d. Identification of wildlife corridors in the Zambezi Valley landscape and how they are managed
- e. Identification and analyses of barriers to effective integrated natural resource management such as human wildlife conflict, demands for land, poaching, poisoning of wild animals, illegal harvesting of veld and forest products, veld fires etc.
- f. Identify any prevailing land-use conflicts and ameliorative recommendations for the future
- g. Identify shortcomings and gaps in laws and policies that may inhibit efficient and effective landscape planning in the Zambezi Valley landscape to allow for sustainable land management and make recommendation of integrated land use planning
- h. Produce a detailed ecosystem and habitat map for the entire area of the Zambezi Valley Landscape, based on existing data

2. Develop Management Plans for Mana Pools National Park, Chewore Safari Area, Sapi Safari Area, Hurungwe Safari Area, Dande Safari Area, Charara Safari Area and Doma Safari Area.

Review and assess existing and proposed management plans which includes but are not limited to the identification of similarities and differences in the plans, conducting a SWOT analysis, stakeholder power/interest analysis, institutional analysis, decision support system (DSS) and spatial multi-criteria evaluation (SMCE) and make recommendations that will promote integrated landscape planning

- a. Develop area specific management plans for the Mana Pools National Park, Sapi and Chewore Safari Areas World Heritage Site; Charara, Hurungwe, Doma and Dande Safari Areas; as well as Mavuradonha Wilderness Area.
- b. Produce clear and result oriented 3-year activity plans in each Plan for each specific area, with a clear mechanism for implementation with involvement of NGOs, donor organizations, private sector, and communities to facilitate and control the process of MP implementation
- c. For each MP, a clear Theory of Change should be developed and clarified with key stakeholders based on existing approaches of IUCN First Line of Defense, or WWF's Open Standards for Conservation Planning, or UNDP's Management for Development Results, or other models based on the RBM;

3. Develop Integrated Land Management Plans for Mbire, Hurungwe and Muzarabani Districts.

The consultant is expected to collect baseline information for management planning and make projection of potential changes in distribution of ecosystems and wildlife habitat as a result of climate change in nearest 10 years (MaxEnt modeling) and develop RBM-based Integrated Landscape Management Plans for the three Districts in full participation of key stakeholders. For each ILMP, a clear Theory of Change should be developed and clarified with key stakeholders based on existing approaches of IUCN's First Line of Defense, or WWF's Open Standards for Conservation Planning, or UNDP's Management for Development Results, or other models based on the RBM.

The Integrated landscape management plans should include the following:





- a. Functional zoning of a District area for management of different natural resources to balance land sharing and land sparing strategies;
- b. Incorporating opportunities from contiguous ecosystems and game corridors management between districts and with protected areas
- c. Climate change projections and an Emergency Action Plan to be ready for environmental and climate shocks, e.g. droughts and floods;
- d. Be designed for no more than 10-year period and include M&E plan to allow lessons learning and adaptive management;
- e. Must have clear Operational Plan (2-3 years) with timelines to deliver Outputs, responsible persons, required budgets and indicated sources of the budgets;
- f. Be in agreement with ZPWMA, EMA and FC plans and programmes for the particular district
- g. Be developed in fully participatory approach and involve all key stakeholders in the planning process;
- h. Have a clear mechanism for implementation (e.g. District Integrated Landscape Management Committees, including representatives of RDC, communities, agencies, NGOs and international donors).

4. *Develop a Framework Plan for the Zambezi Valley for management initiatives in the landscape*

The consultant should approach the planning exercise from an ecosystem perspective at the outset as the ecosystem attributes are vitally important to the development of the individual PA and district level plans. A key outcome of the project will also be an over-arching framework plan for the project area that synthesizes the individual protected area plans and the district level plans in an uncomplicated and understandable manner.

5. *Design and conduct training on management planning for the Project Team*

The consultant is expected to organize a training workshop for the project team including participants from districts and protected areas. The training should focus on planning concepts and methodology, among others.

6. *Submit raw data, Report and annexes as required by UNDP*

All raw data, reports and annexes should be submitted to UNDP. These should include inception report, management plans, GIS data, compiled PDFs of literature sources, georeferenced photography database. All poster maps of all areas should be produced assist on-the-ground management.

Institutional Arrangement:

The consultant will work under the guidance of Head, PRECC Unit, in consultation with the Project Manager.

Duration of the Work:

The duration of the assignment is 180 days, and the work must be completed within 13 months.

Expertise & Qualifications of the Successful Individual Contractor

The key expert should demonstrate his ability to put together a team of planning experts who should include a social scientist, a GIS expert, a planner, and climate change scientist. The key expert should have the following qualifications:

- Minimum qualification of a B.Sc. degree in either Zoology, Wildlife Ecology, Wildlife Conservation, Social Sciences or related qualification.
- Extensive planning experience with protected area management plans.
- Experience with participatory, stakeholder inclusive methodology

- Experience with district planning
- Experience with ecosystem planning covering multiple land-use areas
- Proven GIS, mapping and report writing skills
- Fluency in English is required.

PAYMENT MILESTONES AND AUTHORITY

The consultant must send a financial offer based on Daily Fee. The consultant shall quote an all-inclusive Daily Fee for the contract period. The term “all-inclusive” implies that all costs (professional fees, communications, consumables, etc.) that could be incurred by the IC in completing the assignment are already factored into the daily fee submitted in the proposal. Travel costs and daily allowance cost should be identified separately.

Payments will be made based on the agreed financial proposal (contract is based on daily fee) and released upon submission of a certificate of payment request, indicating deliverables achieved and days worked to be verified and cleared for payment by the supervisor.

The qualified consultant shall receive his/her lump sum service fees upon certification of the completed tasks satisfactorily, as per the following payment schedule:

Installment of Payment/ Period	Deliverables or Documents to be Delivered	Approval should be obtained	Percentage of Payment
1 st Installment	Presentation and approval of an Inception Report with detailed Methodology and Stakeholder engagement plan	UNDP Resident Representative or Designate	10%
2 nd Installment	Training Workshop Report for the Project Team	UNDP Resident Representative or Designate	10%
3 th Installment	A report with detailed description of the Zambezi Valley Landscape	UNDP Resident Representative or Designate	20%
4 th Installment	Draft Park Management Plan	UNDP Resident Representative or Designate	20%
5 th Instalment	Draft District Integrated Land Management Plans, and framework Plan for the Zambezi Valley	UNDP Resident Representative or Designate	20%
6 th Instalment	Final reports with Parks Plans and ILMPs, including maps and M&E Plans	UNDP Resident Representative or Designate	20%

*All reports must be submitted in electronic form (MS Word and PDF) to the Project Manager of the GEF 6 Project. The Project Manager, in consultation with Chief Ecologist Terrestrial, ZPWMA and nominated technical people at district level, is responsible for recommending approval of reports. Following acceptance of the final report by UNDP, the Consultant will submit five (5) hard copies of the final reports referred to above to the UNDP Resident Representative or Designate.

HOW TO APPLY

Submission must be online following the instruction given on the website





Please submit the following to demonstrate your interest and qualifications. Please note that all the documents below must be submitted as one PDF file.

- P11 (required), indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references;
- Personal CV (optional)
- Duly accomplished Letter of Confirmation of Interest and Availability using the template provided [see link further down];
- Technical Proposal demonstrating full understanding of the TORs, approach and methodology to the task and workplan;
- Financial proposal (All-inclusive daily fee): Interested individuals are kindly requested to submit an all-inclusive daily consultancy fee;
- Travel: All envisaged international travel costs must be included in the financial proposal in a separate line, and there should be a separate line for the anticipated cost of in-land travel

Application Evaluation Process:

Individual consultants will be evaluated based on the Cumulative Analysis methodology [weighted scoring method], where the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- Responsive/compliant/acceptable; and
- Having received the highest score out of a pre-determined set of technical and financial criteria specific to the solicitation.

Technical Criteria weight; [70%].

Financial Criteria weight; [30%].

Only Individual Consultants obtaining a minimum of 70% of the obtainable 100 points in technical evaluation would be considered for the Financial Evaluation.

Technical Evaluation Criteria:

- Adequacy of Profile and Technical Proposal (Max 100 points)

General Conditions of Contract for the ICs:

<http://www.undp.org/content/dam/undp/documents/procurement/documents/IC%20-%20General%20Conditions.pdf>

UNDP Personal History form (P11) required of all applicants:

http://www.undp.org/content/dam/undp/library/corporate/Careers/P11_Personal_history_form.doc

Letter of Confirmation of Interest and Availability

https://www.dropbox.com/s/789q1hvdrgwqqc/PPG_Cons_Letter%20of%20Interest%20and%20Availability.docx?dl=0

Signature/**Date**

Compiled by: Chipangura Chirara, Project Manager

 08-Dec-2020

Reviewed by: Anne Madzara, Head of Unit, PRECC

 09-Dec-2020

Approved by Madelena Monoja, Deputy Resident Representative

 09-Dec-2020