



**Arannyk Foundation
Dhaka, Bangladesh**

DESCRIPTION OF THE PROPOSED PROJECTS, JUNE 2010

1. Biodiversity monitoring in selected protected forest areas

Background and Rationale:

Due to production-orientated forest management, especially replacement of natural forests with plantation of selected exotic species, encroachment and land-use modification, bio-diversity in almost all the reserved forests (except for the Sunderbans) as well as in the unclassified state forests (USF) of the Chittagong Hill Tract has decreased drastically. In order to conserve the remaining species of flora and fauna in different forest types, the Forest Department (FD) has established 23 protected areas (national parks, wildlife sanctuary, game reserves) in different parts of the country. But due to inadequate management and illegal exploitation, the biodiversity of the protected areas has been declining.

In order to check further loss of biodiversity and to restore and conserve biodiversity in the protected areas, the FD (with support from USAID) undertook a protected area co-management program, called Nishorgo, in 2004, which now runs in its second phase in the name Integrated Protected Area Co-management (IPAC) project. The IPAC project is engaged in establishing co-management system and capacity building of stakeholders in such management system including skill development of forest dependent communities in alternative livelihood practices with the view to conserve the bio-diversity resources in the protected forest areas (PFA). It, however, monitors the bio-diversity status of the PFAs only in a qualitative manner based on certain indicative or keystone species. There has been no systematic survey and documentation of the bio-diversity status of the PFAs. In collaboration with IPAC and FD, Arannyk Foundation plans to establish a database of the bio-diversity resources (flora, fauna) of the PFAs, which will be periodically updated through follow-up surveys. Considering the limitation of human resource availability for this specialized activity, the bio-diversity survey of the PFAs will be done in a phased manner, starting with only 3 PFAs during 2010-11.

Objectives:

- To establish a biodiversity database (flora, fauna) of the protected forest areas of Bangladesh
- To identify development needs for the conservation of the biodiversity of the PFAs
- To recommend ways to make use of the survey results in monitoring biodiversity and implementation of biodiversity conservation practices by FD field staff

Outputs:

- A list of the existing flora (trees, shrubs, herbs & vines) with absolute and relative density of each species and that of the species that are now extinct
- A list of the existing wildlife species (birds, mammals, reptiles, amphibians), with population size of each species and that of the species that are now extinct
- A computerized database of the biodiversity resources (flora, fauna) of the PFAs with search and retrieval facilities
- A list of relevant recommendations including that for replicating similar surveys in cost-effective way in other PFAs.

Activities:

- Develop a technically sound methodology (sampling, data collection, data analysis) for the floristic biodiversity survey and that for the faunal biodiversity survey that should be approved by the Arannayk Foundation Secretariat in consultation with FD
- Conduct the floristic and faunal biodiversity surveys following the approved methodology
- Develop a user friendly and web-enabled database program for storage and retrieval of the biodiversity information of the PFAs
- Input data collected from the three project sites in the database program which should have the provision for storing similar datasets on a reasonably large number of sites (forest areas)

Institutional arrangements:

The task shall be contracted out to a competent organization or a consultant through a competitive bidding process. The winning bidder (implementing entity) may hire expert services of other individuals (experts) or organizations for implementing parts of the assignment in case it does not have expertise in all aspects that are demanded by the assignment provided that it ensures timely delivery of the outputs of the assignment.

Qualification requirements for the grant applicant / implementing entity:

The grant offer is open for: (a) research and academic institutions (public, private), (b) environmental NGOs and (c) consulting firms

The implementing entity should have: (a) at least three years experience in performing similar tasks, (b) good reputation among project beneficiaries, relevant government officials and other stakeholders of their project areas, and (c) track record of sound financial management system (in case of an organization), supported by the external audit reports of the organization.

Project duration: 1 year

Project sites:

1. Teknaf Game Reserve, Cox's Bazar
2. Fashiakhali Wildlife Sanctuary, Chittagong
3. Rema-Kalenga Wildlife Sanctuary, Moulvibazar

Budget limit: Not exceeding BDT 60,00,000 (Sixty lac)

Guidelines for submission of project proposals:

To apply for this project, the applicant should submit the following documents:

1. Organizational profile
2. Technical proposal
3. Financial proposal

The organizational profile should include legal status, relevant manpower (supported by brief CV of key staffs/experts), relevant experience and relevant physical facilities (office space, vehicle, computer, audio-visual equipment, GPS, camera, etc.).

The technical proposal should include detailed methodology of the study (sampling design, data to be collected, data collection methodology, analytical framework, basic structure of the database to be developed, management system (personnel, program and accounts), project monitoring and evaluation system, and implementation schedule.

The financial proposal should include detailed budget for the following line-items (sub-heads):

- Personnel/time-cost
- Program administration (equipment, supplies, utilities, communication, etc.)
- Operational costs (travel and per-diem, labour, inputs, staff training, software development, meeting, seminar, workshop, etc.)
- Overhead

Evaluation process/criteria:

The project proposals received by Arannayk Foundation are evaluated by an independent team of evaluators based on the following criteria:

1. Organizational strength (40 points)
2. Quality of technical proposal (40 points)
3. Quality and competency of financial proposal (20 points)

2. Livelihood support to forest user groups in co-managed protected forest areas

Background and Rationale:

Arannayk Foundation (AF) and the Nishorgo Network supported by the IPAC project of the Forest Department have the common objective of establishing collaborative management system in the protected forest areas of Bangladesh. IPAC has been working in 17 PFAs. Its interventions include establishment of co-management councils and committees and capacity building of the stakeholders in the co-management system. IPAC also provides IGA (income generating activities) training and input support to the members of Village Conservation Forums (VCF) set up in the landscape villages. But, due to lack of capital, the VCF members can not adequately adopt alternative livelihood practices and value chain activities and are still relying mostly on the forests for the livelihood.

To help the VCFs in the co-managed PFAs to adopt value chain activities and alternative livelihood practices, AF plans to provide small grants, not exceeding Tk 1.0 million per Co-management Council (CMC), to a limited number (maximum 6) of CMCs on a competitive basis based on the proposals (business plans) submitted by them. IPAC staff shall train the CMC (Co-management Committee) members in proposal writing. The institutional capacity of the CMCs shall also be taken into consideration in evaluating the proposals. The CMCs shall have to use the grant as revolving fund in support of income generating activities of their members.

Objectives:

- To promote alternative livelihood practices and value chain activities among the VCF members by providing them with technical and financial support for alternative income generating and value chain activities
- To promote sustainability of the VCFs and biodiversity in the co-managed PFAs
- To establish adequate linkages (of the VCFs) with service providers

Outputs:

- A revolving fund is established by each grant recipient CMC to support income generating activities of their VCF members
- Alternative income generating and value chain activities are identified and adopted the project participants
- Income of the project participants increased
- Financial management capacity of the community based organizations improved

Activities:

- Establishment of policies and management systems for the revolving fund
- Loan disbursement and recovery according to the policy adopted by the CMC in a democratic manner
- Proper record keeping

Institutional arrangements:

Arannayk Foundation shall disburse the grant directly to the selected community-based organizations. IPAC shall organize necessary capacity building activities (training) for the CMCs concerned. The respective Co-management Councils, as well as IPAC staff, shall monitor the management and utilization of the fund. The CMCs shall submit progress report to the Arannayk Foundation on a quarterly basis.

Qualification requirements for the grant applicant /implementing entity:

- The grant offer is open only for the CMCs of the co-managed protected forest areas.
- The CMC should have an existing bank account

Project duration: 1 year

Project sites/scope: Open to the CMCs of all co-managed PFAs in Bangladesh

Budget limit: Not exceeding BDT 10,00,000 (Ten lac) per CMC

Guidelines for submission of project proposals:

To apply for this project, the applicant should submit the following documents:

1. Organizational profile of the CMC
2. Technical proposal
3. Financial proposal

The organizational profile of the CMC should include a) the date of formation of the CMC, b) on-going activities, c) major achievements, d) operational procedures in planning, implementation and mentoring activities, e) number of forest user groups under the CMC and f) existing capital and fund raising activities.

The technical proposal should include a) process of prioritizing and selecting FUGs for livelihood fund support, b) potential IGAs, c) fund management system, d) arrangements for technical backstopping to the FUGs, monitoring system and sustainability mechanism.

The financial proposal should include budget break-up in the following line-items (sub-heads):

- Revolving fund for IGA of FUGs
- Overhead for CMC (not more than 10% of total budget)

Evaluation process/criteria:

The project proposals received by Arannayk Foundation are evaluated by an independent team of evaluators based on the following criteria:

1. Quality of technical proposal (40 points)
2. Organizational strength (40 points)
3. Budget break-up (20 points)

3. Promotional and awareness raising activities of the Arannayk Foundation

Background and Rationale:

While the field-based projects supported by AF conduct awareness raising activities on bio-diversity conservation among local level stakeholders, there is a need for a much widespread awareness campaign among general public throughout the country. On the other hand, there is a need to inform and sensitize policy makers and key personnel of relevant Government agencies about issues concerning biodiversity conservation for necessary policy interventions and actions towards establishing an enabling environment for forest and biodiversity conservation.

Arannayk Foundation plans to play a significant role in promoting mass awareness and enabling policy environment towards a biodiversity conservation movement in Bangladesh. Towards this end, it (AF) plans to share its experiences in tropical forest and biodiversity conservation efforts in Bangladesh with relevant other development actors and policy makers by organizing an information sharing event at an auspicious moment such as the World Environment Day (5 June) or the day of establishment of AF (26 July). Aside from influencing government policies in favor of tropical forest and biodiversity conservation in Bangladesh, this latter event is expected to help AF get known to, and build alliances with, other organizations in pursuit of its goal.

Therefore, AF will engage a competent service provider (NGO/ private sector) to be selected through a competitive bidding process to undertake the following communication interventions.

Objectives:

- To share the vision, mission, competencies and experiences of the Arannayk Foundation with environmentally concerned civil society organizations, donor agencies, national policy makers and key persons of relevant Government agencies.
- To raise mass awareness on forest and biodiversity conservation
- To create enabling environment (policy, service delivery) for forest and biodiversity actions by local communities, NGOs, voluntary organizations, local government bodies and the Government line agencies concerned.

Outputs:

- An information sharing event entitled 'The Arannayk Foundation Day' is organized on or around 26 July i.e., the day of the establishment of the Foundation along with the following pre-event communications:
 - Publishing a special supplement on Arannayk Foundation in at least two popular national dailies (one Bangla, one English)
 - Producing and airing of a public service advertisement (PSA) on forest and biodiversity conservation issues in at least two TV channels of Bangladesh for at least 15 days prior to the Arannayk Foundation Day event.
- A comprehensive package of awareness campaign on forest and biodiversity conservation through print and electronic media is implemented, which may include among other things:
 - Airing of public service announcements (PSA) on forest and biodiversity conservation issues in multiple TV channels throughout the year.
 - Airing of TV spots on Arannayk Foundation activities and success stories
 - Publication of features and reports on environmental issues and success stories of forest and biodiversity conservation activities in newspapers (Bangla, English) on a regular basis

- TV Talk-shows on forest and biodiversity conservation issues involving eminent environmental activities, Arannayk Foundation representative and relevant high-level government officials
- Mobilization of nature clubs (Arannayk Clubs) involving young people
- Other appropriate communication interventions within the budget of the project

Activities:

- For each of the stated outputs, prepare a concept paper and detailed work plan, which should be approved by the Arannayk Foundation Secretariat
- Develop the communication materials as per approved concept paper and work plan and get the draft materials checked and approved by the Arannayk Foundation Secretariat
- Produce and arrange dissemination/broadcasting of the communication materials

Institutional arrangements:

The tasks shall be contracted out to a competent organization or a consultant through a competitive bidding process. The winning bidder (implementing entity) may hire expert services of other individuals (experts) or organizations for implementing parts of the assignment in case it does not have expertise in all aspects that are demanded by the assignment provided that it ensures timely delivery of the outputs of the assignment.

Qualification requirements for the implementing entity:

- The grant offer is open for: (a) communication firms, (b) communication-based NGOs, (c) consulting firms, and (d) individual experts.
- The implementing entity should have: (a) at least five years experience in performing similar tasks and (b) track record of sound financial management system, supported by the external audit reports of the organization.

Project duration: 1 year

Project sites/scope: Nationwide

Budget limit: Not exceeding BDT 60,00,000 (Sixty lac)

Guidelines for submission of project proposals:

To apply for this project, the applicant should submit the following documents:

1. Organizational profile
2. Technical proposal
3. Financial proposal

The organizational profile should include legal status, relevant manpower (supported by brief CV of key staffs/experts), relevant experience, and relevant physical facilities (office space, vehicle, computer, audio-visual equipment, camera, etc.).

The technical proposal should describe the concept and methodology of each stated output (deliverables) of the project.

The financial proposal should include detailed cost-estimates for each output.

Evaluation process/criteria:

The project proposals received by Arannayk Foundation are evaluated by an independent team of evaluators based on the following criteria:

1. Organizational strength (40 points)
2. Quality of technical proposal (40 points)
3. Quality and competency of financial proposal (20 points)

4. Capacity building of stakeholders for improved planning and management of forest and biodiversity conservation projects

The AF-supported community-based biodiversity conservation projects demand excellent skills among the staff of the implementing entities in certain areas such as facilitation techniques, participatory rapid appraisal, organizational development and management of community-based organizations, biodiversity assessment, and promotion of entrepreneurship and marketing skills among project participants. Experience depicts that NGO staff, particularly new recruits, are often deficient in these skills, which affect effectiveness of project implementation. As such the partner NGOs often request AF Secretariat to help them improve the skills of such staff by organizing some common training courses for the concerned staff of all the partner NGOs of AF. It is also felt that exposure/exchange visits to the community forestry projects of neighboring countries (Nepal, India) might be very helpful for both NGOs and the FD to develop an effective program of community-based participatory forest and biodiversity conservation.

To provide such capacity building support to the partner NGOs and FD, AF will engage a service provider (NGO or private organization) through a competitive bidding process for organizing the following events.

Objective: Capacity building of the project implementing entities

Outputs:

- The following short (3-5 days) training courses are organized for the staff of the implementing entities of the Arannayk Foundation sponsored projects (1 batch of 20 - 25 participants for each course):
 - Facilitation techniques
 - Organizational development and management of community-based organizations
 - Participatory Rapid Appraisal
 - Biodiversity survey: sampling, data collection, analysis and interpretation of results
 - Value chain analysis and rural enterprise promotion
- A study visit to Nepal for 20 people (AF-project related staff of FD and NGOs)

Activities:

Preparation of a time table for the implementation of the mentioned training courses, which should be approved by the Arannayk Foundation Secretariat

For each training course, the IE would have to do the following:

- Preparation of training module, which should be approved by the Arannayk Foundation Secretariat
- Preparation and supply of training materials (hand-outs) to the training participants
- Mobilization of competent resource person(s)
- Organizing venue and other logistics for the course, including arrangements for food and accommodation for the participants
- Organizing the training course as per approved plan (module, time frame)
- Submission of a training report to the Arannayk Foundation Secretariat
- Preparation of a time table for the implementation of the mentioned training courses, which should be approved by the Arannayk Foundation Secretariat

For the exposure visit, the IE has to do the following:

- Identify collaborator in Nepal

- Establish a program in consultation with the collaborator in Nepal, which should be approved by the Arannayk Foundation Secretariat
- Communicate with the participants regarding the program of the study visit
- Help the project participants in travel preparations
- Arrange tickets, and other logistics for the participants of the study visit
- Prepare and submit to the Arannayk Foundation Secretariat a report on the experience and lessons learned from the study visit

Institutional arrangements:

The task shall be contracted out to a competent organization or a consultant through a competitive bidding process. The winning bidder (implementing entity) may hire expert services of other individuals (experts) or organizations for implementing parts of the assignment in case it does not have expertise in all aspects that are demanded by the assignment provided that it ensures timely delivery of the outputs of the assignment.

Qualification requirements for the implementing entity:

The grant offer is open for: (a) training institutions (public, private), (b) NGOs and (c) consulting firms

The implementing entity should have: (a) at least five years experience in performing similar tasks, (b) good reputation among project beneficiaries and government agencies concerned, and (b) track record of sound financial management system, supported by the external audit reports of the organization.

Project duration: 1 year

Project sites/scope: Nationwide

Budget limit: Not exceeding BDT 60,00,000 (Sixty lac)

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1. Organizational profile
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The organizational profile should include legal status, relevant manpower (supported by brief CV of key staffs/experts), relevant experience, and relevant physical facilities (office space, vehicle, computer, audio-visual equipment, camera, etc.).

The technical proposal should include key contents and methodology of each course.

The financial proposal should include detail (with break-up) cost of each event.

Evaluation process/criteria:

The project proposals received by Arannayk Foundation are evaluated by an independent team of evaluators based on the following criteria:

1. Organizational strength (40 points)
2. Quality of technical proposal (40 points)
3. Quality and competency of financial proposal (20 points)