

## Call for Proposals

### Development of an Innovative Knowledge Product: Mapping the Lands of the "Invisible" Traditional Communities in the Cerrado

<b>Opening Date:</b>	10 July 2020
<b>Closing Date:</b>	21 August 2020
<b>Questions Due Date:</b>	7 August 2020
<b>Submission:</b>	Applications should be sent to <a href="mailto:cepf@cepf.net">cepf@cepf.net</a> by the closing date.
<b>Location:</b>	CEPF, 2011 Crystal Drive, Suite 600, Arlington, VA 22202, USA

#### 1. INVITATION

The Critical Ecosystem Partnership Fund (CEPF) is a joint initiative of l'Agence Française de Développement, Conservation International (CI), the European Union, the Global Environment Facility (GEF), the Government of Japan and the World Bank. CEPF is a global program that provides grants to civil society to safeguard the world's biodiversity hotspots. As one of the founding partners, CI administers the global program through a global Secretariat. CEPF's purpose is to strengthen the involvement and effectiveness of civil society in the conservation and management of globally important biodiversity.

The CEPF Secretariat intends to engage a consultant to develop an innovative knowledge product that will document best practice pertaining to the identification and mapping of areas of social and environmental importance where "invisible" traditional communities of the Cerrado reside. These communities are diverse and include *geraizeiros*, *vazanteiros*, *populações de fecho de pasto*, *ribeirinhos* and *quebradeiras de côco de babaçu*, among others.

The lands occupied by these communities are often not designated as traditional territories and, therefore, are vulnerable to the threats posed by the acquisition of land for agricultural expansion. The recognition of priority areas for classification as areas important for conservation can help guarantee the rights of these traditional communities to land and resources while also protecting and expanding the areas under protection in the Cerrado.

This knowledge product will document the processes involved in working with diverse local communities to develop, in a participatory manner, comprehensive spatial information and maps that will support local communities to protect and manage their natural and cultural resources in a sustainable way.

This knowledge product should have significant potential for wider replication outside of the Cerrado Biodiversity Hotspot. This knowledge product should be accessible and informative and will be disseminated via the CEPF website or other innovative means, such as videos on social media and online toolkits or presentations at international events.

Interested consultants or firms should submit a proposal by the closing date listed above. The successful consultant shall be required to adhere to CI's code of ethics, statement of work, and the terms and conditions of the contract. This call for proposals does not obligate CI to execute a contract nor does it commit CI to pay any costs incurred in the preparation and submission of the proposals. Furthermore, CI reserves the right to reject any and all offers, if such action is considered to be in the best interest of CI.

## **2. BACKGROUND**

Since 2001, CEPF has funded conservation in 25 of the world's 36 biodiversity hotspots. Over this period, CEPF's grantees have made significant contributions to safeguarding the biodiversity hotspots, developing sustainable livelihoods for local people, and strengthening local conservation leadership. Impacts include the creation and expansion of 15.4 million hectares of protected areas; improved management of biodiversity within 8.6 million hectares of production landscapes; and conservation actions benefiting nearly 800 globally threatened species.

CEPF grants catalyze partnerships among civil society organizations and between them and public and private-sector actors. Through these partnerships, CEPF's grantees have been able to develop and test innovative models and tools for conservation that empower local actors to protect, restore and sustainably manage critical ecosystems in ways that conserve biodiversity, improve human well-being and enhance resilience to climate change. Among other places, these models and tools have been developed in the Cerrado Hotspot, where innovative approaches to mainstreaming biodiversity are being piloted.

CEPF intends to facilitate replication of a tool/model/practice pertaining to the identification and mapping of areas of social and environmental relevance, where "invisible" traditional communities of the Cerrado reside, by engaging a consultant skilled in communications. The consultant will work with selected CEPF grantees and stakeholders to develop a knowledge product that will allow for replication of the best practice in other hotspots.

### **3. PROPOSAL SUBMISSION INSTRUCTIONS**

Proposals shall be submitted in one volume, in Portuguese or English, and consist of:

- Technical Proposal
- Financial Proposal

#### **Technical Proposal**

Should comprise of the following parts:

- Technical approach, methodology and detailed work plan. This part shall be between 3 and 5 pages long but may not exceed 5 pages.
- The technical proposal should describe in detail how the offeror intends to carry out the requirement described in the scope of work below. The technical proposal should demonstrate a clear understanding of the work to be undertaken and the responsibilities of all parties involved.
- Management, key personnel and staffing plan. This part shall be between 2 and 5 pages long but may not exceed 5 pages. CVs for key personnel may be included in an annex to the technical proposal and will not count against the page limit.

Applicants must demonstrate:

- Excellent communication skills.
- Experience in producing knowledge products focused on conservation.
- Ability to prepare final outputs in Portuguese and Spanish.

Corporate capabilities, experience, past performance, and references. This part shall be between 2 and 4 pages long but may not exceed 4 pages.

#### **Financial Proposal**

A detailed budget in USD. The budget shall include a budget narrative that explains the basis for the estimation of expenses. If required, supporting information must be provided in sufficient detail to allow for a complete analysis of the cost.

### **4. PROCESS AND BASIS FOR AWARD**

The development of the innovative knowledge product will be undertaken by an independent consultant selected through a competitive procurement process. Selection of consultants will be overseen by the Monitoring, Evaluation and Outreach Unit within the CEPF Secretariat. Award will be made to the consultant whose proposal is determined to be responsive to this call for proposals, meets the technical requirement, and is determined to represent the most advantage to CI.

Evaluation Criteria:

Technical Approach, Methodology and Work Plan	40
Personnel Qualification	30
Past Performance – reference of similar work previously implemented	20
Lowest cost	10

## **Scope of Work, Deliverables and Deliverables Schedule**

### **Development of an Innovative Knowledge Product Pertaining to Mapping of Indigenous Lands**

#### **1. Background**

CEPF grants catalyze partnerships among civil society organizations, and between them and public and private-sector actors. Through these partnerships, CEPF's grantees have been able to develop and test innovative models and tools for conservation that empower local actors to protect, restore and sustainably manage critical ecosystems in ways that conserve biodiversity, improve human well-being and enhance resilience to climate change. Among other places, these models and tools have been developed in the Cerrado Hotspot, where innovative approaches to mainstreaming biodiversity into public policy and private sector practices are being piloted as part of an initiative to conserve biodiversity cost effectively and progress toward long-term institutional sustainability.

#### **2. Objective**

CEPF intends to engage a consultant to develop an innovative knowledge product that will document best practice pertaining to the identification and mapping of areas of social and environmental importance where "invisible" traditional communities of the Cerrado reside. These communities are diverse and include *geraizeiros*, *vazanteiros*, *populações de fecho de pasto*, *ribeirinhos* and *babaçu crackers*, among others.

The lands occupied by these communities are often not designated as traditional territories and, therefore, are vulnerable to the threats posed by the acquisition of land for agricultural expansion. The recognition of priority areas for classification as areas important for conservation can help guarantee the rights of these traditional communities to land and resources, while also ensuring and expanding the areas under protection in the Cerrado. This knowledge product will document the processes involved in working with diverse local communities to develop, in a participatory manner, comprehensive spatial information and maps that will support local communities to protect and manage their natural and cultural resources in a sustainable way. The knowledge product will be publicized via the CEPF website, but can also be disseminated by other innovative means, such as videos on social media and online toolkits or presentations at international events.

**Audience:** This knowledge product should be aimed at technical staff at civil society organizations who work with indigenous and traditional communities, inside and outside of Brazil.

**Purpose:** To guide practitioners on how to support indigenous and traditional communities to map their lands.

**Content:** An innovative knowledge product is needed to document methods piloted in the Cerrado Hotspot and to provide guidance for replication in other hotspots.

**Format:** The knowledge product may take any form and could be a written manual, an online course or another format. Preference will be given to a product that takes into consideration the COVID-19 pandemic.

**Resources:** Material available to create the knowledge product includes products from CEPF grantees as well as those produced by other relevant organizations.

### **3. Duties**

The consultant is required to produce a knowledge product that documents the identification and mapping of areas of social and environmental importance of lands inhabited by the "invisible" traditional communities of the Cerrado. The following tasks are expected to form part of the consultancy.

- Review of reports and products pertaining to the topic.
- Review of relevant information pertaining to the topic produced by other organizations, as appropriate.
- Compile a list of key organizations in Brazil working on the topic.
- Conduct interviews with CEPF grantees and other experts on the topic, as necessary.
- Include reference to the international Indigenous and Community Conserved Area – ICCA Consortium (TICCA in Brazil) movement, and guidance on how to register traditional lands with this consortium.
- Identify the main challenges and risks to local communities arising during the process of mapping traditional lands.
- Identify the main opportunities for local communities arising during the process of mapping traditional lands.
- Produce a quality knowledge product that can be used to replicate the model/tool/best practice in other hotspots.

The consultant will be expected to schedule any necessary interviews. Due to the COVID-19 pandemic, this consultancy should not include any unnecessary travel.

#### **4. Deliverables**

The consultant will produce a quality knowledge product that can be used in the Cerrado and other hotspots. The product should be submitted as an electronic file; applicants do not need to budget for printing costs. The knowledge product should be designed in accordance with CEPF's branding requirements and produced in **Portuguese and Spanish**.

#### **5. Timeframe**

The consultancy will be conducted over a six-month period between September 2020 and March 2021. The total amount of time for the assignment is estimated at 20 days. Draft deliverables will be prepared no later than 31 January 2021, and submitted to the CEPF Secretariat for review. Final deliverables incorporating comments from the CEPF Secretariat will be completed by 30 March 2021.

The consultant shall also provide the CEPF Secretariat with periodic verbal briefings and meet with Secretariat staff (virtually), as requested.

#### **6. Reporting**

The consultant will work under the close supervision and direction of the senior director for monitoring, evaluation and outreach, or such other individual that the CEPF Secretariat may designate.