giz Office New Delhi

**Terms of Reference:**

**Capacity Development and technical support for implementation of Model Environment Benefit works through MGNREGA in Rajnandgaon, Chhattisgarh**

## 1. Background

In 2005, Government of India passed the Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA), which started an employment generation scheme in rural India with an annual budget of around [1]INR 38,500 Crore for year 2016-17. The objective of the Act is to ensure livelihood security of people in rural areas by guaranteeing at least 100 days of wage employment per year to approx. 50 million rural households whose adult members willing to do unskilled manual labour. One of the core objectives is to enhance sustainable rural livelihood through rejuvenation of the natural resource base (soil, water, vegetation) and creation of respective productive assets of prescribed quality and durability.

In April 2013, GIZ and MoRD commissioned a five year joint project "Environmental benefits through Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA-EB). The objective of MGNREGA Project is "Gram Panchayat in the selected State implement MGNREGA works with high quality taking environmental aspects into consideration." GIZ and MoRD jointly committed to this objective. The indicators to measure the resulting project objectives are:

1. In at least 75% of demonstration sites, Gram Sabha have selected the shelf of projects based on integrated NRM planning approaches
2. The Participation rate of women in planning in these Gram Sabha is at least 20% higher than before the implementation of the project.
3. The monitoring and evaluation system regularly measures the quality of MGNRGA works, their environment impacts and impact on the women
4. At least 5 of the innovation in works design and implementation developed by the project to promote environmental benefits of MGNREGA are ready for national dissemination.

Overall, the project operates at the local, state and national level under the following five components:

1. Information, education, communication
2. Technical designs and guidelines of MGNREGA works
3. Maintenance of MGNREGA works
4. Monitoring of environmental and gender effects
5. Capacity development

The Project is being carried across 3 States; Andhra Pradesh, Chhattisgarh and Rajasthan.

## 2. Description of the Assignment and Objectives

Developing environmental benefit (EB) models under MGNREGA framework is one of the key deliverable of the project. As per approved plan of 2015-16, GIZ project facilitated implementation of works related to drainage line treatment and grazing land development in select Gram Panchayat of Dongargarh block of Chhattisgarh. GIZ mobilized and provided technical support in selection, implementation and maintenance of work. Considering the

[1] http://www.deccanchronicle.com/nation/current-affairs/010316/u-turn-mgnrega-gets-rs-38-500-crore-in-budget-2016-17.html

technical support from GIZ, additional fund as top up for material cost has been provided to the project for works related to water conservation and ground water recharge from Pradhan Mantri Krishi Sinchai Yojna (PMKSY) in March 2016.

State Steering Committee (SSC) reviewed the project progress in May 2016 and recommended adoption of integrated NRM/ watershed management for planning and implementation of works. For optimization of EB results, SSC extended the project area from 2 to 13 GPs (20 villages) in Dongargarh block of Rajanadgaon District on and approved area of two watersheds (Mili-Watershed of Shivnikala and Micro Watershed of Jhandatalab) for implementation of:

> Model of intensive drainage line treatment for improving irrigation facility through watershed management in convergence with PMKSY fund.

Project area in Rajanadgaon district of Chhattisgarh -

| **Block** | **Watershed** | **Name of Core Gram Panchayat** | **No of Total GP (List of GP is given in the annexure 1)** |
|---|---|---|---|
| Dongargarh | Chippa Nala (Shivnikala) Mili Watershed | Shivnikala Bijnapur | 12 (17 Villages) |
| | Jhandatalab Micro-watershed | Jhandatalab | 01 (3 Villages) |
| **Total GPs** | | | **13 (20 Villages)** |

For intensive treatment of drainage line and water conservation works, watershed planning has been carried out through Intensive participatory planning exercise with the help of GIS based information. DPRs of 13 GPs with implementation of works of approx. INR 25 crores have been prepared. Works like Stop dam, Gabian, Loose bolder check dam, Farm Pond, Bore well recharge, horticulture plots and earthen dams etc. have been identified and technical estimates of these structures have been submitted for approval to the District Program Coordinators.

Proposed assignment is to engage technical agency for implementation of the model (including works ongoing / completed) along with following key objectives:

1. Build capacity of Gram Panchayat and Block level MGNREGA unit in implementation and monitoring of works related to environment benefits, maintenance of assets and develop climate change adaptation perspective among the key stakeholders.
2. Provide on-field and off field support in timely and quality implementation of works in coordination with MGNREGA block and district units and in convergence with other line departments.
3. Integrate value chain initiatives in collaboration with other government initiatives (like SRLM etc.) and other actors like NABARD.

3. **Scope of Work**

**a. Technical support for implementation of MGNREGA works:**
GIZ has developed DPRs for intensive drainage line treatment for 13 GPs of Dongargarh Block for implementation under micro and mili watershed approaches. The structures across approximately 15km long drainage line have to be completed within one year in coordination with state / district / block rural development department under MGNREGA

in convergence with PMKSY and other relevant schemes. The Facilitating agencies to be engaged has to propose its methodology for implementation of these DPRs within one year of timeline.

**b. Institutionalization for the assets of MGNREGA**

Harnessing the benefits of watershed development through social institutions is another scope of this assignment. GIZ proposes to build user institution around the asset in appropriate numbers in project area around works during construction phase for the participatory water use approaches and maintenance of the water harvesting structures. Agency to be engaged should propose a methodology for creating such institutions and making them functional and sustainable, and should ground this in legal statuettes.

**c. Capacity building of the MGNREGA and GP functionaries**

For constructing durable assets, the technical competencies of the ground level functionaries such as technical assistants, gram rojgar sahayaks, mates and other block and district functionaries needs to be strengthened regularly during the one year of assignment and impact on the to be developed assets, its efficient usage and maintenance should be made visible. This is the basis for the exit-strategy at the end of the project period. Agency should be proposing the various types of CB measures /tools (theme wise) with the quantum of target beneficiaries and GPs to be covered under this component of the assignment. Enabling the resources to plan and implement such model approaches in future is the key success mantra of this CB approach.

d**. Information, Education and Communication (IEC)**

Creating awareness about the environment, natural resources and its conservation is another important aspect of the assignment. The innovations around such IEC tools e.g. use of mobile communication or any other innovation to make MGNREGA information go viral is also one of the expected outputs from the facilitating agency under this assignment. Other knowledge products needed in case of any gap in the existing IEC processes of MGNREGA would also need to be developed. Facilitating productive Rojgar Diwas in each project GP and triggering the demand of works is to be considered as also an important activity under this assignment.

e. **Gender based interventions**

The GIZ project has a key mandate to enhance the active participation of women in Gram Sabhas during decision making process of MGNRGEA labour budget exercise. Besides that GIZ would like to support the betterment and wellbeing of the women in the rural areas through MGNREGA activities. Agency should propose a strategy and action plan to implement these intervention before the end of this assignment. Bringing some new approaches besides traditional trainings will be highly appreciated.

**f. Convergence and partnerships**

To deliver meaningful outputs, agency has to develop convergence strategies for converging relevant planned interventions with budget and implementation through PMKSY, SRLM, RURBAN etc., the flagship initiatives of government that are mandated or potential. Partnerships with SIRD, CGCOST, Agri- Universities and other line departments for the technical and material support will be an added advantage for holistic approach of this assignment. Use of GIS based tools for planning, implementation and monitoring will be one of the key output to be considered for uniqueness of this assignment.

g. **Special initiatives for MGNREGA**

i. MGNREGA has mandated the geo-tagging of the all the MGNREGA assets in the project GPs and guidelines have been issued by MoRD / State MGNREGA cell and an online GIS based tagging device and software have been put in place. The agency has to ensure a quality based complete geo-tagging of all assets created under this support.

ii. GIZ has a developed an Environmental Matrix framework to prioritize the selection of NRM works and measure and monitor their impact from environmental benefits perspective. This approach will be piloted within the select GPs of the project area. Agency will need to support the piloting of this framework tool as part of its M&E process.

iii. Transiting from workers, especially women, from wage-earners to sustainable livelihoods emanating from assets created under implemented works is another mile stone to be achieved during this period of the assignment. Working on common resources for other forms of income generation will be key. Enhancement of agricultural production as a result of project interventions and the assets developed under the assignment will be one possible value added by adopting the value chain approach. Agency should be capable and should propose potential interventions for selected GPs

h. **Monitoring and documentation**

The baseline for the three key parameters of environments soil, water and vegetation for the project area needs to be captured. Secondly the creating the baseline for social economic status of the members of the social institutions, women and other vulnerable sections.

The agency should be documenting the best practices introduced, case studies at GP or individual level relevant ot the project interventions.

A state MIS for environmental and gender based indicator as per the project interventions proposed should be developed in coordination with GIZ and state / district MGNREGA MIS cell.

**4. Duration of the Assignment *(tentative)*:** 15 November,16 to 14th November,17

**5. Project Location - Dongargarh Block of District Rajanadgaon (State – Chhattisgarh)**

**6. Deliverables:**

Assignment will have following deliverables

1. Capacity building manuals and other tools (bilingual – English and Hindi) for GP and block level functionaries especially GRS, Mate, Women Mate and User group/ labour group members for quality implementation of works, monitoring and maintenance as per the activities suggested in above sections
2. Finalised convergent plans for each of the 13 GPs, with labour budget and coordinated with Gram Panchayat Development Plan, etc. – in time and mainstreamed into MGNREGS cycle
3. Water User's and other Livelihoods Groups based standard operating procedures, MOUs etc. for benefit sharing of irrigation facility and maintenance of assets created.

4. Develop and document guidelines, guidebook, policy feedback for GO and field books on the basis of experience and learning from the models
5. Capacitated local MGNREGA Resource Pool (trained Mate, Rojgar Sahyak and active Members) on planning, implementation and maintenance of watershed/INRM works
6. Innovations in enhancing technical backing up for quality implementation of works.
7. Mechanisms and System for tracking MGNREGA indicators and environment and social indicators for assessment of results, including for baseline and endline. Agency has to facilitate EBM's use in planning of labour budget for 2018-19)
8. Documents and case studies on learning best practices and results
9. Demonstration of innovative value chain based interventions and convergence/linkages for livelihood promotion
10. Guidelines and SOPs for INRM/Watershed work in MGNREA in convergence with PMKSY for uptake and mainstreaming into Government systems
11. Assets creation as per DPR for the Model of intensive drainage line treatment and water conservation having maintenance and benefit sharing mechanisms through user groups, beneficiary group, and Gram Sabha committee etc.
12. Support GIZ team and other consultants in field level process, reporting and coordination with GP, Block and District
13. 20 % higher involvement of women and weaker sections as compared to baseline.
14. Ensuring that all assets developed are geo-tagged and all relevant information mainstreamed into NREGAsoft.

## 7. Required Qualifications and Experience

- Extensive experience in capacity building of GP, block level functionaries and community on issues related to implementation of MGNREGA, NRM/ watershed Management through community based institutions like PRIs and Gram Sabha
- Proven commitment to advancement of women and promotion of Panchayat Raj Institutions.
- Prior experience of working in the block Dongargarh on NRM issues and have understanding of local context.
- Personnel with expertise related to technical capacity building of GP in Soil water conservation structures, watershed institution, monitoring and documentation. Detail of team composition should be given in the format (annexure 3) along with the CV of team members.
- Experience in implementation of government programs and track record of completion of tasks according to time lines
- Reporting and writing in English and Hindi
- Presence of office set up in the state of Chhattisgarh / project district will be an added advantage
- Credible and well known in the sector

## 8. Role of Stakeholders

Project is getting funded from MGNREGA, PMKSY and GIZ with corresponding commitments and guidelines.

| Fund source | Basis of allocation | Major Heads | Role of GIZ | Expected role of Agency |
|---|---|---|---|---|
| MGNREGA | Demand of work for unskilled work from job card HHs and approved annual labour budget | INRM/ Watershed/ EB related works | Coordinate with MoRD, State and District for fund flow as per demand and approved works<br>Technical inputs on EB based on convergent model under MGNREGA as well as on Environmental Matrix | Facilitate demand for work from job card HHs, technically good implementation, follow up for timely payment |
| PMKSY | Budget of 14 cr is allocated as per sanction order of 15-17 for top up material cost (40% above). | Material components above 40%, It includes admin, training, planning and impact assessment cost. | Coordinate with state MGNREGA for availability of fund for the project as per sanction letter<br><br>Coordinate and follow up with District for availability of fund for capacity building and technical assistance as per PMKSY guideline | Utilization of PMKSY fund for material, capacity building, technical support |
| Others | To be proposed by agency | | | |

It is expected that organization has to prepare an activity list (programs) with corresponding budget sources (in accordance with the above chart) as a part of technical proposal.

In the financial Proposal for the assignment, following information should be given in the prescribed format.

1. Fees and reimbursable costs should be given in the prescribed format (Annexure 4)
2. Program cost (only for activities that has to be funded from GIZ) required as part of the contract should be given in the prescribed format (Annexure 5)

## 9. Reporting and Coordination

- Reports will be submitted as per reporting schedule mentioned in the time line and as and when required for the monitoring purposes.

- All reports will be submitted in English through soft copy in MS word and PDF.
- Training manuals, Case study, SOR and other programme documents will be submitted in Hindi and English along with soft copies.
- The consultant shall coordinate with the State Coordinator, Chhattisgarh and report to National Project Coordinator, GIZ New Delhi.

**10. Team Composition**

- One Team Leader: post graduate with at least 10 years of experience on coordination and management of projects related to capacity building of PRIs, participatory development planning, community based institutions and natural resource management programs. Preference for on ground experience of Chhattisgarh and Rajanadgoan District.

- One Civil Engineer: with BE/ Diploma in Engineering / Graduation in Agriculture Engineering or similar courses with at least 5 years of field level experience in implementation of INRM/ Watershed Management structures. Preference for on ground experience of similar geo-hydrological areas.

- One Capacity building and Institution building Specialist – Post Graduate in Social/Applied sciences and professional experience of minimum 10 years in participatory training of GP and Block level MGNREGA stakeholders, mobilizing Gram Sabhas, MGNREGA stakeholders and women participation in GP level decision making processes. User Group and SHG experience will be an additional asset. Preference for on ground experience of socio-economic context of Chhattisgarh and Rajanadgoan District.

- One Watershed development Specialist: with experience of 5 years, with specific experience of Govt. watershed programs in similar hydrological contexts.

- One Monitoring and documentation Specialist – With appropriate qualification and proven record of facilitating M & E in projects.

- Two Field Facilitators – With experience of 5 years in field level processes of MGNREGA and hand holding support to GP level stakeholders in implementation of works.

**Indicative Person days:**

| Resource Person/ Team Members | Total Person Days |
|---|---|
| Team Leader | 50 |
| Civil Engineer | 250 |
| Capacity development and institution building specialist | 200 |
| Watershed development specialist | 260 |
| Documentation and M&E expert | 60 |
| Field Facilitator 1 | 290 |
| Field Facilitator 2 | 290 |
| Total | 1400 |

**Attached Annexure**

Annexure 1: List of project GPs in Dongargarh block of Rajanadgaon, Chhattisagrh

**Annexure I: List of Select Gram Panchayat in Dongargarh block of Rajanadgaon**

No of GPs with direct support from GIZ and in convergence with PMKSY– 13

| District | Block | Selected GPs | GP in proposed Micro watersheds |
|---|---|---|---|
| Rajanadgaon | Dongargarh | 1. Bijnapur | 1. Saloni |
| | | 2. Shiwnikala | 2. Sahaspur |
| | | | 3. Salkatti |
| | | | 4. Mohara |
| | | | 5. Kolihapuri - ji |
| | | | 6. Kasari |
| | | | 7. Ruvatala |
| | | | 8. Thakurtola -Ko |
| | | | 9. Cheepa |
| | | | 10. Palandur |
| | | 3. Jhandatalab | Jhandatalab micro watershed (some part of Motipur and Patpara villages) |