



## Terms of Reference

# Mapping of institutions and civil society organisations in Sundarbans Joint India Programme

### Background

The Indian government provides safety nets for the most vulnerable but many people find it hard to access them because of social and geographical barriers. Oak Foundation recognises that it will take time to make these provisions easily accessible for everyone and hopes to assist in this process.

Through our work under the Joint India Programme (JIP) in West Bengal and Jharkhand, we aim to: improve the lives of the most marginalised groups; institutionalise practices that address poverty and social injustice; and build strong organisations at the grassroots. Between the two states, the JIP focused in Jharkhand and evolved a dedicated state strategy in 2014. Concurrently, the JIP funded in West Bengal by referring to parts of the Jharkhand strategy which are relevant for West Bengal as well.

By the first quarter of 2017, the JIP has decided to strategise the grant-making in West Bengal. There is additional opportunity to develop this strategy with the identification of the Sundarbans as part of the larger focus of the Climate Justice Resilience Fund in the Bay of Bengal. As the two funding portfolios overlap in the Sundarbans region of West Bengal, the landscape will be explored intently to help articulation of well-coordinated future interventions that help to address a range of human rights issues that confront local communities.

Oak Foundation commits its resources to address issues of global, social and environmental concern, particularly those that have a major impact on the lives of the disadvantaged.

The first two programmes to get underway were Environment and Child Abuse, followed by four other programmes – Housing and Homelessness, International Human Rights, Issues Affecting Women and Learning Differences. There is also a Special Interest Programme, which funds efforts identified by the Trustees that do not fall into the other programme areas, and two national programmes in Denmark and Zimbabwe.

Five of Oak's programmes also fund initiatives in India, and, in 2012, Oak Foundation joined this work under the banner of the Joint India Programme.

### Purpose

The main purpose of the mapping is to build/get a global vision of the institutional and non- institutional actors active in Sundarbans, especially in the civil society sphere, which will assist Oak's decisions regarding future grant-making approaches and capacity development decisions.

### Objectives

The specific objectives of the assignment will be to:

1. To identify and document the stakeholders/actors active in Sundarbans (NGOs including networks and alliances, CSOs/CBOs, government bodies, donors, corporate foundations, academic and research organisations and any other relevant actors/stakeholders);
2. To identify the main sectors<sup>1</sup>, impact areas<sup>2</sup>, target groups<sup>3</sup>, type and scale of interventions of engagement in Sundarbans related to Oak's programmes, which will help establish a baseline of the efforts in the those areas;
3. To identify gaps and barriers in interventions vis-a-vis the concerns of the populations facing varying degrees of risk;
4. To document existing interventions in capacity building efforts for civil society organisations;
5. To document any empowerment, citizenship and leadership building programmes for target communities.

### Scope of work

A. The main areas of work will be happening at two levels:

1. Research on actors/stakeholders active in Sundarbans:
  - Identify the civil society actors in West Bengal at the different levels: grassroots, NGOs, networks, federations, people's movements, etc. working in the areas mentioned in the previous section
  - Assess available foreign and domestic (including government, foundations, corporate) funding by issues for the civil society, etc.
  - Identify research organisations and capacity building providers supporting donors, NGOs and people's movements
  - Basic demographic information
2. Literature Review to help Oak understand the context of the Sundarbans in relation to development interventions by non-institutional and institutional actors.

B. The content of mapping will cover two interrelated but distinct thematic areas: migration and livelihood.

- What is the level of access and penetration of government schemes by different communities in the Sundarbans? Is the access consistent/penetration is sustained?

### I. Migration:

- Understand more about migration patterns within and from the Sundarbans; including the reasons for it? How does this impact different communities and/or age-groups (transit populations and those staying back)?
- What are the existing interventions impacting human livelihoods, water, health, habitation, exposure to violence and forced migration and to what extent they take into account the projections about changes in the climate?
- What scientific maps exist to understand the current level and quality of ground water; what is the rate of ingress of saline water (how long and how far inland)? Also, what are the modern and indigenous technologies used for farming on saline lands?

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<sup>1</sup> Health, education, marine fisheries, agriculture, renewable energy, disaster risk reduction, microcredit, forestry, etc

<sup>2</sup> Access to education, access to health services, reduction in stress migration, improved cultivation in sustainable farming, access to markets by small fish workers,

<sup>3</sup> by occupation (agriculture, forest, fishing, artisan, others), age, gender, ethnicity, present location

- What are the current rain water conservation and harvesting practices for purposes of both drinking and agriculture?
- What is the available mapping of where the bunds are protecting communities and which of the bunds are most vulnerable? This is in order to understand more about where the bunds lead to flood water becoming trapped.
- What are the outcomes for people of the planned relocation in Orissa taken up by government? Are there any lessons learnt from other examples of permanent migration in Bangladesh and India?
- What are the government plans for migration from the islands in the Sunderbans delta and the methodology for arriving at the plan?
- What is the time available for people in different parts of the Sunderbans to stay in their current locations and support they will need to maximise the viability of their community?
- Understand whether there are 'Climate Services' available and if "yes" then how effectively it assists people on the ground get accessible scientific information that they can use in their daily lives?
- What is the availability of access to alternative skill development or upgrading of existing skills and are they linked to market needs?
- How are rights and entitlements of migrants protected and promoted (information, decent working conditions, wages, housing, education and health care, child protection, sexual harassment at workplaces, legal aid)?

## **II. Livelihood and related issues**

- Types and prevalence of interventions related to Disaster Risk Reduction - to what extent are they integrated with schemes on rural livelihoods and employment generation programmes

### **Rights over natural resources**

- The status of Forest Rights- how is it different from other forest areas? What is the status of claims to individual and community forest claims and post-title support?
- What is the composition of land tenancy in the Sundarbans especially land titles and rights with regard to agricultural land, bunds/mangroves?
- How people improve degraded land, water and forest resources (both individual and common)?

### **Agriculture and fishing**

- What are the interventions with small, marginal, landless farmers and small fishers for sustainable farming?
- How is commercial shrimp cultivation affecting family income and land/water resources in the long- and short-term?
- Understand whether 'model farms' as an approach is an effective way of demonstrating agricultural techniques that has a wider impact. What is the uptake of these "demonstrations" by the government?

### **Children in Sunderbans**

- What are the specific vulnerabilities faced by children especially those in vulnerable communities? What are the existing protection mechanisms?

### **Sustaining local interventions**

- What is the support to grassroots organisations, Self Help Groups (SHGs) and people's organisations / movements? Are these in isolation or replicated?
- How could the SHG be strengthened to include other aspects of empowerment such as rights over natural resources and especially by women and groups dependent on common resources?

### **Design and methodology**

A cross sectional study will be conducted in Sundarbans. Primary and secondary data will be gathered using a mixed method to establish the baseline and inform implementation. Thus, assessment will involve collecting the following data:

- Quantitative survey will be used to identify stakeholders/actors active in Sundarbans. Information will be collected using questionnaire survey which will be administered to a number of civil society actors (grassroots, NGOs, movements), donors, local government.
- Qualitative data will be collected through Focus Group Discussions (FGDs), Key Informant Interviews (KIIs) and In-depth Interviews (IDIs) with key stakeholders including civil society, donors, local government, and civil society actors to determine the capacity, interest and power position of the stakeholders/actors, as well as the relationships between them.
- Secondary documentation Review of related documents to establish the list of relevant existing studies, baseline data, research, assessments which can help answer the list of learning questions proposed above. Proposed study design and methodology will be discussed and agreed with Oak at the beginning of the consultancy.

### **Data collection, management and analysis**

It is proposed to recruit an experienced team of consultants or an organisation to implement the mapping work. Oak will provide oversight of the mapping. Pre-testing of the questionnaire used for the survey and interviews should be carried out before wider application.

### **Roles and responsibilities of the consultant**

The consultant(s) will be expected to:

- Design the mapping tools and finalize methodology for the collection of quantitative and qualitative data; as well as pilot testing of the tool;
- Propose key list of stakeholders/actors to be surveyed and interviewed;
- Conduct the interviews and surveys;
- Collect and analyze available secondary data;
- Analyse and interpret data to develop a comprehensive report;
- Share key findings and insights with Oak and relevant stakeholders through consultations.

### **Expected deliverables**

- An inception report which responds to the scope of work by adding any further detail or clarification regarding the timeline, mapping approach, method, or implementation arrangements;
- Field work implementation plan (to be submitted before field work begins). This field work plan should be presented to Oak for comment, and revised as necessary prior to commencing field work;
- Questionnaires (survey and interviews) to be applied;
- A comprehensive mapping report and collection of secondary data;
- Validation of the information collected through a validation workshop of the findings.

### Timeframe

The mapping and secondary data collection is anticipated to be completed in 10 - 12 weeks. The consultants will be expected to start working in July 2017 and complete all responsibilities and deliverables within agreed time.

### Skills and experience

#### Education

- Master's degree in International and Political Affairs, Law, Population and Development Studies, Social Sciences or related field.

#### Required Experience and Skills

- At least 10 years' experience in the design and implementation of mapping projects, assessments or surveys including qualitative and quantitative data collection;
- Excellent knowledge and understanding of research methodologies and processes;
- Experience in gathering and systematizing fairly large amounts of data;
- Experience with non-profit, non-governmental organisations working in challenging environments;
- Proven experience with conducting intervention research among underserved populations, including: familiarity with lifestyle, actions and motivations of individuals from disadvantaged populations, as well as awareness of the impact of poverty, minority status and other challenges on everyday life of the surveyed individuals.
- Excellent spoken and written English and Bengali.

### Submission of proposal

The proposal shall include financial and technical parts and contain:

- Consultants profile including past achievements, including current CV
- Introduction: A brief overview of the assignment as understood by the applicants
- Proposed methodology and approach including work plan (i.e. mapping techniques to be used, sampling, quality assurance and time frame)
- Detailed budget
- Annexes: Any other information, which the consultant feels will assist the review team in evaluating the proposal

**Interested consultants should submit the proposal to Sabrina Mendes at [Sabrina.Mendes@oakfnd.org](mailto:Sabrina.Mendes@oakfnd.org) by August 20, 18:00.**