

North East Livelihood Promotion Society (NELPS)
Ministry of DoNER, Govt of India
House No. 102, DilipHuzuri Path
Dispur, Guwahati-781006

Terms of Reference (ToR) for Comprehensive Review of Community Development Plans (CDP)

I. Background

NERLP is a World Bank funded rural poverty reduction project of the Ministry of Development of North Eastern Region (DoNER). The project seeks to empower rural poor and improve livelihoods of about three lakh households in 1645 villages (58 blocks) across eleven districts of four project states, namely, Mizoram, Nagaland, Sikkim, and Tripura. The districts are Aizawl and Lunglei in Mizoram, Peren and Tuensang in Nagaland, South, and West Districts in Sikkim and West Tripura, Khowai, Sipahijala, Unokoti and North Tripura

The objective of the project is ***“to improve rural livelihoods especially that of women, unemployed youth and the most disadvantaged, in four North Eastern States”***. It aims at improving communities’ access to credit and other financial services by forming more than 26,000 SHGs and 1200 VOs, sustainably increasing incomes of the poor by forming 500 producer groups/producer organizations, improving natural resource management by local communities and converging with government programs by forming 1,645 Community Development Groups (CDGs), addressing unemployment by skilling 20,000 youth, and engaging in fruitful partnerships with expert organizations to focus on cluster development through value chains development and natural resource management.

II. Project Components

The project has five components, namely, social empowerment, economic empowerment, partnership development and project management. The project components focus on improving livelihoods of the most disadvantaged people in the targeted areas by building community based organizations and developing partnership with Government and other institutions for knowledge, skill, credit, insurance, extension and market.

- **Social Empowerment:** This initiative seeks to empower rural communities by creating sustainable community institutions; improving inclusiveness and ensuring equity in social, gender and environment.
- **Economic Empowerment:** Increase livelihoods through diversification of income and employment opportunities by supporting SHG and SHG Federation with investment support; supporting Community Development Group for Community Development Plan; supporting Producer Organization for business activities based on value chain and supporting youth for skill development training and placement.
- **Partnership Development:** Development of partnership with various service providers including technical support institutions, public and private sector organizations, financial institutions, etc., with the aim of dovetailing further resources required for the success of the project.
- **Project Management:** This component includes governance, implementation, coordination, learning and quality enhancement efforts.

- Livelihood Model & Value Chain Developments: demonstration of successful livelihood models, value chain development in both farm sector and non-farm sector.

Under the component ‘Economic Empowerment’, the sub component ‘Community Development financial Support’ funds are provided to Community Development Groups (CDGs) to undertake village level activities such as development of common natural resources (land development, water management, forest, etc.) and small village infrastructures that directly enhance local livelihood activities (such as storage, grading, testing and collection centres). Another main objective of CDP is to converge with other Government schemes and leverage resources that will help the livelihood activities taken up by the communities. Communities also contribute in terms of labour and locally available construction materials. The investments in CDGs are expected to benefit at least 60% of CDG members.

These CDPs though small scale in nature, some of these projects trigger environmental and/or social safeguard policies of the World Bank (See Annexure 1 for list of policies triggered). Therefore, as part of project preparation, an Environment Management Framework (EMF) and Social Management Framework documents were prepared to help address environment and social issues within the ambit of national and state level legislations and WB operational policies. As part of the project design, the CDPs are to be screened for any potential adverse social and environmental impacts, as well as to enhance their positive social, economic and environmental impacts. The environmental and social management frameworks have provided guidelines for the sustainability of CDPs.

The project has till date completed implementation of 106 CDPs and another 1184 CDPs are in different stages of implementation. The CDPs covers many interventions viz. -irrigation, infrastructure, afforestation, land reclamation, water conservation, catchment area protection, village electrification etc. Therefore, it is important to understand the technical, economic, environmental and social benefits/impacts derived from CDPs and the institutional performance of CDGs in implementing these activities under the project along with the gaps and scope for further improvement to ensure sustainability. The thematic study is proposed to capture the impact and suggest measures towards sustainability

III. Objective of the Assignment

The objective of the assignment is to assess the technical, economic, environmental, social and institutional performance of a sample of CDPs that have been designed and implemented by Community Development Groups (CDGs) under the technical supervision of NERLP in 11 districts of four project states. More specifically, the study will assess the following:

1. **Financial and Economic performance:** Are the CDPs *financially viable*? Is there adequate revenue to cover costs (operational and/or capital costs)? Is the societal investment (project grant and other’s contribution) in CDPs commensurate with the *economic welfare* delivered by them?
2. **Environmental and social performance**
 - Integration of the environment guidelines (or environmental precautions to avoid adverse impacts on the environment) during the process of CDP implementation (construction, operation and management etc).
 - Technical appropriateness of the CDPs in terms of natural resource management, environmental conservation, pollution prevention etc.
 - Ecological/environmental benefits of the CDPs on livelihoods, community health and safety etc.

- Participation of women and other vulnerable and marginalized groups (SC non poor, Poor ; Poorest of Poor; and ST population (only in states of Tripura and Sikkim)
 - Benefits derived from the CDPs by poor people of the village (scheduled caste/tribes, women, landless families, families whose heads are women, peoples working with backward professions etc.)
 - Change in livelihood sources and income levels. Change in community behaviour patterns relating to out-migration, social ills such as alcoholism
3. **Institutional performance:** Are CDGs able to operate and maintain CDPs? Were CDGs able to plan CDPs taking into account needs of different sections of the population? Were CDGs able to execute CDPs while ensuring good quality and adherence to cost norms?
 4. Documenting the best practices followed in rolling out CDPs in a vast scale, monitoring arrangements made at different levels.
 5. Scope of the Assignment
 6. The assignment will cover the following key steps:
 - A. Desk review of CDPs**
 7. The consultant will review the database of CDPs available at RPMU, NERLP to classify them by geography and typology¹. They will also review the documentation to understand the process of sanctioning a CDPs as well monitoring it during implementation
 - B. Selection of Sample of CDPs**
 8. A selected list of CDPs will be given to the consultant across 11 project districts such that different typologies and geographies are adequately represented and results obtained from this study could be extrapolated to the entire portfolio of CDPs promoted by the NERLP.
 9. Field Survey of few of the Selected CDPs
 10. Based on the sample selected, the Consultant will prepare a check-list/questionnaire for each set of stakeholders to be covered during the field visit. This check-list will be finalized in consultation with NERLP and the World Bank
 11. The consultant will physically visit sites few of the selected CDPs, hold discussions with CDGs, beneficiaries, SHG leadership, assess/estimate the technical, financial/economic performance of the CDP, role and performance of CDGs as an institution, etc. Specifically, the consultant should be able to suggest best measures post-installation and commissioning of CDP and in turn help the sustainability of the CDP from a financial and institutional point of view.
 12. The Consultant will also review the documentation of the CDP at all levels from CDG, block, district to RPMU level. H/She will interact will all relevant stakeholders such as Area Coordinators, District Engineer, District NRM Coordinator, District Project Manager, District Accounts Officer and relevant staff at the RPMU.

¹Irrigation, market sheds, , high value nursery, etc.

C. Preparation of CDP performance report

13. Consultant will analyse the results from the field survey and other interactions carried out and prepare a draft version of the “CDP Performance Report”. This will not only present the results of the survey, but also extrapolate the same to cover the entire portfolio of CDPs promoted by NERLP. The extrapolation will cover, physical, financial and economic benefits being delivered through CDPs in the project.

IV. Duration of the Assignment

14. 2.5 months from the time of signing the contract for a period of 45 man days
15. Consultant should have a Post Graduate Degree or equivalent in Rural Development and Masters in Economic or MBA with more than 8+ years of experience in working in the development sector. H/She should have good analytical and documentation skills. H/She must have experience of working in similar assignment.

Professional Fee: - Rs. 10,000/- to Rs. 20,000/- based on relevant qualification and experience.

V. Support from the NERLP

16. NERLP will provide the following support to the service provider:
- a) Full access to NERLP database on CDPs
 - b) A team of project staff for collection of data
 - c) Full access to documentation of selected CDPs
 - d) Facilitate interacting with the identified stakeholders including local community/CDG/SHG leadership
 - e) Organize field visit to selected CDP sites
 - f) Provide a points person at RPMU to facilitate interaction on a day-to-day basis