

Terms of Reference (ToR):
Policy Expert on Sustainable Agriculture and Food Systems for the Preparation of
Developing a National Agroecology Roadmap Strategy

A. Background

“Scaling up agroecology in the Himalayas: towards a common roadmap” is promoting a Himalayan Agroecology Initiative as a joint international endeavor, aiming to facilitate the improvement of livelihoods and sustainability within the Himalayan region, specifically of India, Nepal and Bhutan. The initiative contributes to the Indo-German Lighthouse Initiative on Agroecology and Sustainable Management of Natural Resources and is financed by the Special Initiative ‘Transformation of Agricultural and Food Systems’ of the German Federal Ministry for Economic Cooperation and Development (BMZ) and the International Fund for Agricultural Development (IFAD), which both are core partners of the initiative. In close collaboration with governments in the region and support from a board group of stakeholders (Agroecology Himalaya Task Force), World Future Council (WFC), and IFOAM – Organics International (IFOAM-OI), with support from implementing partners (**India:** Bioversity-CIAT and UNDP India, **Nepal:** LI-BIRD and **Bhutan:** Tarayana Foundation) are focused on the development and implementation of a roadmap for sustainable food systems, contributing to strengthening farmers, producer organizations and governments.

In Nepal, LI-BIRD and its collaborating partners (WHH Nepal and DCA Nepal) in close collaboration of Ministry of Agriculture and Livestock Development and its agencies aim to develop a national roadmap on agroecology of Nepal through a comprehensive approach, addressing all aspects related to food and agriculture in the country. LI-BIRD is seeking a policy expert to support in formulation of the roadmap that emphasizes on food systems approach with core strategic objectives to include stepping up food system governance, ensuring access to land, water, and healthy soils, rebuilding climate-resilient agro-ecosystems, promoting sufficient, healthy, and sustainable diets for all, building fairer and cleaner supply chains, reducing food loss and waste, and putting trade in the service of sustainable development. The roadmap will include a state-of-play analysis and rationale for each objective, along with related policy analyses and recommendations.

B. Objectives and Scope of the Assignment

- The primary objective of the assignment is to collaboratively develop and finalize a comprehensive roadmap for scaling up agroecology in Nepal with recommendations tailored to various stakeholders and governance levels.
- To support and facilitate the high-level conference in 2024 for the launch of the roadmap in Nepal

- To ensure accountability and effectiveness by tracking progress, identifying challenges, and learning from successes and failures. Monitoring and evaluation efforts will inform decision-making and adaptive management throughout the implementation process.

C. Description of the Assignment

The study requires comprehensive research based on a review of existing policies, legislation and regulations, institutional mapping (including institutional structure and processes), literature review and a review of evidence from case studies reports, and organizing consultation workshops and interviews with relevant actors and necessary community consultation/visits to promising case stories regarding the agroecology in Nepal.

The key responsibilities of the consultant/s are as follows:

1. **Policy Review:** Status of the existing policies related to Agriculture, Agroecology, Nutrition, Climate change, and other related policies) and perceptions of the relevant stakeholders
2. **Stakeholder Mapping:** To support and facilitate stakeholder mapping to identify and analyze relevant stakeholders in agroecology. This involves understanding their roles, interests, and relationships to inform strategic engagement and collaboration efforts during the roadmap development and implementation.
3. **Consultation and workshop:** To guide and facilitate the provincial and national level workshops to collect and analyze the feedback and suggestions from the government, stakeholders, and associated organizations related to the field of sustainable food systems (agriculture, forestry, agroecology, etc.)
4. **Key Informant Interview (KII):** To conduct the KII with high-level government stakeholders and representatives from the different organizations that are working in the nutshell of the agroecology and resilient agri-food system.
5. **Draft a Comprehensive Roadmap:** To draft a comprehensive roadmap for the development of a sustainable food system and scaling up agroecology. This roadmap will outline actionable strategies and recommendations aimed at promoting and sustaining the adoption of agroecological practices across different governance levels and sectors.
6. **Drafting the way forward and recommendations:** Another key objective is to deliver a targeted roadmap with recommendations tailored to various stakeholders and governance levels. Through inclusive and participatory processes, the advisory team and technical expert team will ensure that the recommendations are relevant, actionable, and effectively communicated to stakeholders at the national and local levels.
7. **Facilitate High-Level Conference:** To support the high-level conference in 2024 for the launch of the roadmap.

D. Deliverables and Timeline

The key deliverable of the assignment is the policy brief in response to the scope of the work. The consultant/firm shall include the following in the final policy brief report:

1. **Policy review** - A policy review presenting the institutional and legal landscape and analysis of successes, challenges, and potential opportunities to increase policy interlinkages in agroecology in Nepal.
2. **Stakeholder mapping and analysis report** for identification of the policy/programmatic issue in Nepal and analysis report based on the findings.
3. **Consultation workshop** in Gandaki and Karnali Province to share the policy gap reports and findings and receive suggestions
4. **KII** with the high-level government representative and associated stakeholders to collect suggestions regarding the transition toward sustainable agroecology
5. **Preparation and submission of the first draft road map** for a sustainable food system and scale-up up the agroecology
6. **Revision of the road map**, incorporation of comments and feedback from the global partner and team
7. **Support and facilitation during the language translation** of the road map and recommendation documents developed during the program. lunch of the road map strategy

The specific delivery time is outlined in the table below.

SN	Deliverables	Deadline
1	LoA/Contract	May 2024
2	A Policy Review; status of agroecology policy and their potential interlinkage in Nepal	May 2024
3	Stakeholder Mapping: Conduct a stakeholder mapping for the background research	May 2024
4	Consultation workshop in Gandaki and Karnali Province to share the policy gap reports and findings and receive suggestions	June 2024
5	KII with the high-level government representative and associated stakeholders to collect suggestions regarding the transition toward sustainable agroecology	July 2024
6	Preparation and submission of the first draft road map for a sustainable food system and scale-up the agroecology	July 2024
7	Revision of the road map, incorporation of comments and feedback from the global partner and team	August
8	Support and facilitation during the language translation of the road map and recommendation documents	Sept-Oct

E. Consultant's Qualifications and Experiences

An agroecology and food system policy expert with a minimum of a master's degree in agriculture, agroecology, agriculture economics, or any related field and having relevant work

experience of more than 10 years in areas of policy, planning, and program related to agroecology and food system.

The expert should have a proven track record with experience in conducting similar assignments, strong conceptual and analytical skills, have Knowledge of and experience in interpreting and using qualitative and/or quantitative research to develop evidence-based strategies.

- The experts must have experience of working more than 10 years in areas of Sustainable agriculture, agroecology, agrobiodiversity, and climate change.
- The experts must have extensive experience in agroecology, agrobiodiversity, and climate change policies.
- The experts must have a proven track record with experience in preparing/developing policies, road maps, and strategic documents related to the sustainable food system in Nepal.

F. Budget information

The study budget should not exceed 50 working days of professional fees in total. Other reasonable costs associated with the study such as food and accommodation of the consultant, travel, and transport will be borne by LI-BIRD as per LI-BIRD's standard norms and policy.

G. Summary of Proposal Evaluation Criteria

SN	Evaluation criteria	Score/Points
1	Expert/ team composition	40
2	Methodology (Proposed work plan and approach)	20
3	Financial/cost proposal	20
4	Technical competency of the firm/expert	20
Total		100

H. Intellectual Property, Copyright, and Ownership of all prepared information

The consultant shall warrant that all arising intellectual property, materials, and/or products produced in pursuit of this assignment shall be original, and shall not infringe on any third party's claim. Copyright of all technical or business information, in whatever medium or format, originated, collated or prepared by or for the Consultant in contemplation, course of, or as a result of this assignment shall be transferred to LI-BIRD without restriction on completion and shall not be used by the Consultant for any other purpose without expressed written permission of LI-BIRD.

I. Termination of the Contract

LI-BIRD will terminate the contract if the consultant/firm commits a breach in the performance or observance of its obligation under this ToR. The consultant/firm shall be notified in written form within a week before the termination of the agreement.

J. Application Procedure and Submission Deadline

Interested firms and consultants are requested to submit a technical and financial proposal along with the documents as outlined in the Expression of Interest (EoI) document which can be downloaded from www.libird.org or can be received upon request. The technical proposal should clearly articulate the methodology to be used in this assignment. The sealed proposal may be submitted on or before **6th May 2024 (5 pm NST)** by hand delivery or courier at either of the following two addresses:

Executive Director

Local Initiatives for Biodiversity, Research and Development (LI-BIRD)

Head Office: Ranipauwa, Pokhara, Nepal

Or

Programme Coordination Office: Sahachal, Sanepa, Lalitpur, Nepal

E-mail: procurement@libird.org

The proposal must be written in the English language. The proposal received after the deadline will not be considered for evaluation. The selection criteria will be based on relevant experience and expertise, and budget considerations. The proposal that does not meet the requirements will be rejected. The proposal that meets the requirements and offers the best value for money will be selected.