

# Title: Documenting and Publishing Eco-Schools Best Practices in Uganda, Tanzania and Malawi

### 1) Background

Since 2003, the Danish Outdoor Council (DOC) in collaboration with local partner organizations has supported the introduction and development of education for sustainable development in primary education in Africa including Uganda, Malawi and Tanzania. Building on the international Eco-Schools concept the projects have translated the principles of Education for Sustainable Development (ESD) into practice through demonstration of sustainable natural resource management promoting local development.

The Danish Outdoor Council (DOC) in partnership with CECOD (Uganda), TFCG (Tanzania) and CCJP/WESM (Malawi) have been implementing Eco-Schools activities in Uganda, Tanzania and Malawi respectively using a rights based approach focusing on improving academic performance and increasing pupil retention in primary schools. The partners seek to invest in documentation and publication of the Eco School programmes best practices for robust and effective government engagement and institutionalization of Eco School methods, resource mobilization and replication of the Eco-Schools approach.

The partners seek to acquire the expertise of a dynamic, confident and relevant firm/consultant who has documented experiences in the field of education

### 2) Purpose of the consultancy

The purpose of the consultancy is to document the Eco-Schools approach best practices in the three countries of Uganda, Tanzania and Malawi.

### 3) Specific objectives

- 2.1 To identify and document best practices of the Eco-School programme that are replicable and to process generated data to review results and adjust approaches.
- 2.2 To compile best practice documents from the three implementing countries for publication of the Eco-Schools Best Practice booklet.
- 2.3 To prepare a policy brief on the best practices that can inform relevant ministries, public authorities and educational duty bearers on the best practices and furthermore support fundraising activities.

### 3) Expected results

- Collection and analysis of data, stemming from Most Significant Change Stories, displaying the impact of Eco School activities on enrolment, retention and academic performance
- Design and set-up of an analysis tool for Most Significant Change stories.
- A comprehensive and attractive best practice report of between 20-25 pages
- A policy brief of between two to three pages based on evidence and analysis made of the best practices

### 4) Approach

The implementing partners have already conducted initial planning, collection and compilation of potential best practices in the countries of operation. Raw data and partial draft results will be handed over to the consultant for purposes of analysis, informing the identification of best practices and the impact of the programme. Additional information and support will be provided whenever deemed necessary. The

consultant is expected to review available documents and data from the partners to inform the best practices.

## **5) Responsibilities of Consultant and implementing partners**

### **5.1 Consultant**

The consultant` role will be office based largely working remotely using provided data. S/he will use provided/requested information in the analysis and documentation of best practices and will therefore not be expected to participate in field data collection. The consultant shall work closely with an officer designated by the three Country offices.

The consultant will be primarily responsible for:

- Identification and selection of best practices analysis and management of best practice data and documentation;
- Ensure the quality of information collected from fields, cross check with the validity of information collected and verify/revise where needed;
- Present a draft report to the Programme Coordination Team (Danish Outdoors Council, Eco-Schools Programme – Malawi, Eco-Schools Programme – Uganda, Eco-Schools Programme – Tanzania).
- Compile final report after incorporating the suggestion and feedback of the implementing partners and publish.

### **6.2 Responsibilities of Implementing Partners**

The implementing Partners will be responsible for overall management and coordination of the best practice documentation. Specifically, the Partners shall:

- Prepare ToR and ensure compliance
- Collect field data
- Provide data, information and available documents
- Cater for all direct costs including payment of the consultant
- Monitor, provide feedback and ensure effectiveness of study
- Provide inputs into the draft and final reports/ publication

## **7) Deliverables**

The main deliverable of the consultancy is the Eco-Schools Best Practice report/publication and related policy brief. The best practice document should be maximum 25 pages and display the best practices, their results (outputs and outcomes) and lessons learned among others.

## **8) Time frame**

The consultancy is expected to be completed by 16 March 2017. It estimated that the work will require approximately 20 person days.

## **9) Qualifications**

- Minimum of a Master's Degree preferably in Education, Social Sciences or a related field.
- Strong research and analytical skills. Ability to manage both quantitative and qualitative data.
- Excellent writing, review and editorial skills

## **10) How to apply**

TFCG invites eligible consultants to submit technical and financial proposals to undertake this work.

Proposals should include a brief description of:

- i. How the consultant would approach the work

- ii. CVs for each consultant including details of their professional qualifications and their proposed role in the work including number of days to be involved per team member.
- iii. A description of relevant qualifications, experience and / or similar assignments where possible with links to reports / analyses produced by the consultants and available online.
- iv. The financial proposals should be VAT inclusive and should indicate clearly number of days per consultant and daily rate.
- v. Direct costs may be listed separately or may be included in the fee. Direct costs listed separately from the fee will only be reimbursed upon retirement of valid EFD receipts.
- vi. Scan of a Valid business license (for consultancy companies)

Technical and financial proposals should be sent to [tfcg@tfcg.or.tz](mailto:tfcg@tfcg.or.tz) indicating 'Proposal – DOC – Best practice' the subject line and should be addressed to Executive Director, Tanzania Forest Conservation Group, PO Box 23410, Dar es Salaam.

The closing time for receipt of applications is **07<sup>th</sup> February 2017** at 17:00 local time in Tanzania.