



A Call for Narrative and Financial Proposals

Type:	Individual consultancy to conduct training for CBO staff members
Requesting party:	The West Asia - North Africa Institute - Sustainable Development
Deadline:	17 September, 2020
Training Topic:	Two full days training <i>“scientific research skills in analysing and presenting environmental problems: quantitative and qualitative research methods”</i>
Training dates:	29 and 30 September, 2020 (Ajloun) and 6 and 7 October, 2020 (Aqaba)

Terms of Reference (TOR)

Description:

The role of the Civil Society in using their platform to voice their perspectives on environmental issues for dynamic decision-making requires greater efforts in capacitating them with the right technical and social tools and skills. This two- years, EU funded project aims to build the capacity of 7 chosen Community Based Organisations (CBOs) and 2 co-applicant organisations based in the northern and southern governorates of the Kingdom. Training is provided over a period of 8 months followed by 10 months of monitoring and mentoring the CBOs’ implementation of a sub-granted activity.

During the first 8 months, the selected CBOs will be provided with extensive training regarding various topics with an aim to empower, develop and increase their knowledge in the following topics: a) CBOs rights as well as domestic and international environmental laws and obligations, b) methodologies for designing advocacy plans and gaining support; local environmental challenges c) scientific research skills in analysing and presenting environmental problems; quantitative and qualitative research methods, d) research analysis and policy advocacy e) proposal writing: writing grants proposals. The result of these 8 months activity is seven concrete grant proposals written by the CBOs that offer solutions to environmental problems/ challenges at governorate level. The proposals will be evaluated and supported for implementation through a subgrant activity that lasts over 10 months. Moreover, during the second year of the project, an online map will be designed and developed listing a network of Jordanian Civil Society Organisations (CSOs). The overall aim of building this platform is to bring together a network of Jordan’s CSOs, making sure all are visually represented on the national CSO landscape. The tool serves the following purposes: (a) it

provides a Geographic Information Systems-based map locating all of Jordan's estimated 6,540 CSOs, colour-coding them according to a scheme of CBOs, Non-Governmental Organisations (NGOs), and International Non-Governmental Organisations (INGOs); (b) provides a brief account of CSOs' fields of activity; (c) provides a database for CFPs with short Arabic summaries of objectives and target applicants.

Project Goal:

Strengthen the Technical, Administrative, and Financial Skills of the CBOs for Sustainable Results.

Project Beneficiaries:

The project targets 7 CBOs, 4 CBOs in the southern governorates of Aqaba, Karak and Tafilah and 3 CBOs in the northern governorates of Irbid, Ajloun, Jerash, and Mafraq. Each CBO nominated 3 employees to undertake training for 18 months. Interested CBOs applied through tender and an online application. Based on a pre-designed selection criteria, a committee chose the best CBOs that met the pre-determined criteria.

Scope of Work

During August, 2020 condense trainings were provided to the CBOs to assess communities environmental needs and identify local urgent environmental challenges based on CBOs communities' perspectives using a curated questionnaire by the CBOs (Annex a). Between August and mid September, 2020, data will be collected (online, face to face and by phone) then inserted on an excel sheet.

The Consultant is required to design and deliver a two-day training workshop (in the south and north) to train project's CBOs in fundamental qualitative and quantitative research methods that can be used in analysing the questionnaire collected data. In terms of quantitative research, this includes methods for processing the findings of the questionnaires. In terms of qualitative research, training will emphasise the principles of community-based participatory research.

Training method will also include conducting and processing questionnaire surveys, with a special emphasis on essential data tools such as Microsoft Excel. CBO potential to produce qualitative research is particularly great, considering their close connections to local communities and intimate familiarity with their concerns. Training will also emphasise the importance of observing ethical research practices, from research question phrasing to target group selection to the protection of identities in publications.

Deliverables

The consultant is expected to:

- Prepare training material in Arabic
- Prepare an agenda for the two days in Arabic
- Hold the training in Arabic

- Produce presentation covering the relevant topics
- Survey guide for each CBO (7 CBOs)
- Design pre-post evaluation
- Design training methodologies that will maximise learning and exchange of experiences
- Final workshops report.

Time Frame

The consultant/expert will conduct the trainings on the following dates:

- 29 and 30 September, 2020 (Ajloun) and
- 6 and 7 October, 2020 (Aqaba).

Fees

- The total budget for designing and conducting these workshops is 1,900 EURO (including tax and transportation to the venue).
- Transportation shall be covered by the expert.

Interested consultant/expert is kindly asked to send:

- A short description of how the expert's skills, qualifications are relevant to the assignment.
- A Curriculum Vitae.
- A narrative proposal - training methodology.
- A financial proposal setting out the daily professional fee.
- The names of two referees (including phone and email) who are able to be contacted.

Please send an e-mail with the subject header "CBO Training Expert 3" to the info@wana.jo **no later than 17 September, 2020.**

Annex a

هذا الاستبيان هو جزء من مشروع "التدريب من أجل التغيير: تعزيز مشاركة مؤسسات المجتمع المدني في رسم وتأييد السياسات"، حيث يُستخدم كأداة لرصد التحديات والمشكلات البيئية في مناطقكم. نرجو منكم تعبئة الاستمارة؛ لغايات البحث العلمي، كما يسعدنا أن نشارككم النتائج النهائية حال صدورها.

معلومات شخصية:

الاسم:
رقم الهاتف النقال:
منطقة السكن:
الجنس: <input type="checkbox"/> أنثى <input type="checkbox"/> ذكر
قطاع العمل: <input type="checkbox"/> خاص <input type="checkbox"/> حكومي <input type="checkbox"/> متقاعد <input type="checkbox"/> بلاعمل
المستوى التعليمي: <input type="checkbox"/> إعدادي <input type="checkbox"/> ثانوي <input type="checkbox"/> بكالوريوس <input type="checkbox"/> دراسات عليا
الفئة العمرية <input type="checkbox"/> من ٢٠ إلى ٣٠ <input type="checkbox"/> من ٣٠ إلى ٤٠ <input type="checkbox"/> من ٤٠ إلى ٥٠ <input type="checkbox"/> من ٥٠ فما فوق

القسم الأول: الوعي البيئي

ما مدى توافقك مع العبارات التالية					
الرقم	الفقرة	غير موافق بشدة	غير موافق	محايد	موافق بشدة
1	أنا على معرفة جيدة بالقضايا البيئية في منطقتي				
2	القوانين والأنظمة المطبقة في الدولة كافية لحماية البيئة				
3	يوجد نظام رقابي مفعّل لمراقبة المخالفات تجاه البيئة في المواقع العامة أو السياحية				
4	البرامج التعليمية في المدارس تتميز بنطاق واسع لتغطية المعرفة البيئية لدى الطلبة				
5	وسائل التواصل الاجتماعي من انجح الوسائل في نشر الوعي البيئي				
6	المشكلات البيئية في منطقتي أثرت على حياتي الشخصية				
7	أنت على استعداد لتغيير عاداتك الاستهلاكية للحد من التأثير على البيئة				
8	أنت مستعد للمشاركة في حملات كسب التأييد حول البيئة وقضاياها في منطقتك				

القسم الثاني: تحديد الاحتياجات والمشكلات البيئية

1. رتب التحديات البيئية التالية من الأكثر إلحاحاً (الأكثر حاجة لوضع برامج تعمل على حل المشكلات المرتبطة بها) إلى الأقل. (٦ هي الأعلى إلحاحاً)

- إدارة الموارد المائية والصرف الصحي
- الزراعة والأمن الغذائي
- إدارة النفايات الصلبة
- التلوث الناجم عن استخدامات الطاقة ووسائل النقل
- تدهور المناطق الطبيعية (غابات، أحراج، ...)

2. برأيك، ما هي أهم المشكلات والقضايا البيئية في منطقتك التي يجب العمل عليها؟

3. ماهي مقترحاتك لمشاريع تحافظ على البيئة في منطقتك؟

شكراً لإجاباتكم على الاستبيان