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**FSC
INDIGENOUS
FOUNDATION**



Indigenous Peoples Alliance for Rights and Development –
IPARD

Cooperative Agreement No. 7200AA20CA00013

REQUEST FOR CONSULTANT SERVICES

**TO IDENTIFY ORGANIZATIONS PROVIDING
CAPACITY DEVELOPMENT SERVICES TO
INDIGENOUS PEOPLES ORGANIZATIONS
AND KEY PARTNERS IN THE LATIN
AMERICA AND AFRICAN REGION**

I. IPARD PROGRAM INFORMATION

a) BACKGROUND

ORGANIZATION DESCRIPTION

In 2019, the Forest Stewardship Council (FSC) established the FSC Indigenous Foundation (FSC IF) as the operational office for the Permanent Indigenous Peoples' Committee (PIPC). FSC IF is a private interest foundation pursuant to Law No. 25 of June 12, 1995 of the Republic of Panama. The mission of the FSC IF is to unlock the enabling environment to secure Indigenous Peoples' rights, and promote sustainable forest-based solutions within 300 million hectares of Indigenous forests on the planet. The vision is that the global values of Indigenous Peoples, their rights, livelihoods, ecosystem services, natural capital, and territories are recognized and incorporated into forest governance, climate change governance, and market systems.

Indigenous Peoples' Alliance for Rights and Development

FSC IF is the implementing partner of the USAID and FSC funded five-year Global Development Alliance Program: Indigenous Peoples Alliance for Rights and Development (IPARD). IPARD is guided by three development objectives:

- **Objective 1:** To organize and convene a Capacity Development Program for Indigenous Peoples' organizations and stakeholders;
- **Objective 2:** To foster an enabling environment for Indigenous Peoples' recognition, effective participation, and joint decision-making in matters affecting them, and;
- **Objective 3:** To promote Indigenous Peoples' sustainable development based on sustainable economic models.

IPARD utilizes on three interconnected approaches to support Indigenous Peoples to overcome their development challenges:

- Multi-Sectoral Approach (MSA):** Under the strategic guidance of the IPARD Steering Committee (SC), IPARD convenes and leverages expertise from multi-sectoral. This approach ensures that IPARD considers the needs of Indigenous communities across a wide array of sectors. Based on the MSA, IPARD will bring diverse technical partners to support cross-sectoral projects that will achieve IPARD's development objectives.
- Country-Focused Approach (CFA):** the IPARD's programmatic strategy is guided by a country-by-country focus driven by specific national contexts related to Indigenous Peoples. IPARD implements a structured process to identify, assess, and select countries to target its programs. FSC IF works jointly with the SC, and as guided by the MSA, in order to select countries and identify key priorities and strategies.
- Indigenous Project Management Approach (IPMA):** Building on FSC IF's network and relationships with Indigenous leaders and organizations around the world, IPARD pursues continuous dialogue, consultation, and feedback with Indigenous Peoples to inform the program. IPARD supports a forum through which FSC IF serves as a bridge between Indigenous Peoples, technical partners, national governments, and the private sector. IPARD invests in curating best practices and effective approaches and methodologies to ensure the strategic cohesion of multi-level partnerships.

Through these three approaches, IPARD aims to empower Indigenous Peoples' organizations and catalyze an enabling environment where Indigenous Peoples can pursue their development.

B) CONTEXT

IPARD's strategy to deliver capacity development solutions and services to Indigenous Peoples Organizations and key stakeholders is to establish IP-HUBs at the regional level. The IP-HUBs (Indigenous Peoples Hub) will create a network of organizations working together to develop a portfolio of tools and approaches to support capacity development for Indigenous Peoples. This network of organizations will form the IP-HUBs and will be the mechanism for IPARD to deliver capacity development services to Indigenous Peoples Organizations and key stakeholders according to the Capacity Development Plans that will be prepared for IPO and non-IPO partners. The capacity development plans for IPO will be based on the needs identified by Indigenous Peoples Organizations through discussions and the application of the I-OCA tool, which is being prepared by IPARD. For assessing the capacity needs of non-IP key stakeholders, there will be another diagnostic tool to assess their knowledge about IP issues.

IP-HUBs will be organized by regions (Latin America, Africa and Asia) with the intent to deliver tailored capacity development services and solutions to IPOs and key partners (government and private sector) in the regions. The organizations to be identified as potential partners to deliver capacity development services will be the members of the IP-HUBs and should be working in the regions. However, organizations working at the global level should not be excluded as they could partner with organizations at the regional and country level to provide capacity development opportunities.

The IP-HUBs will cover topics around these three broad areas of capacity development which follow IPARD's three objectives, but are not limited to the following:

- **Organizational development and institutional strengthening:** Project management, monitoring and evaluation, administration, finance and negotiation skills, gender and digital skills.
- **Public participation and political incidence:** advocacy, FPIC, communication, governance, and outreach- developing skills to highlight Indigenous Peoples issues (land rights, decision-making, public policies), gender and social inclusion, and the visibility of the contributions of IP at the local and global levels (cultural and environmental).
- **Business development and partnerships:** financial literacy, financial management, marketing, product transformation, certification, commercialization, and financial mechanisms.

In order to create the first two IP-HUBs as part of the IPARD Program (one in Mesoamerica and one in Africa), the results of this consultancy to identify potential IP-HUBs' member organizations that are working in capacity development in two regions is a first step. The consultancy requires an inventory for the whole Latin American region although the first IP-HUB will only cover Mesoamerica to advance this inventory of organizations for the creation of an IP-HUB for South America in the future.

b) OBJECTIVES

1. General Objective:

Identify organizations that provide capacity development solutions and/or services to Indigenous Peoples Organizations in Latin America (Mesoamerica and South America and Africa (francophone and anglophone) to create a consortium of organizations working together as part of regional IP-HUB.

2. Specific Objectives:

- i. Map organizations delivering capacity development services by topic area/s, geographic scope/country/ies, location of the organization, languages of the materials, types of capacity development programs (online training, face-to-face trainings, internships, learning, on-the-job training), contact person, recent activities of the organizations, donors (if applicable), number of staff, partner organizations, and other relevant information. The organizations can be universities, institutes (public and private), NGOs, foundations, cooperatives, Indigenous Peoples Organizations, etc.
- ii. To assess the organizations' engagement with Indigenous Peoples, and alignment with IPARD's objectives.

3. Technical and Financial Proposal:

Include a technical proposal including the methodology for completion of the consultancy. The methodology should include approach and research methodology, data collection method, analysis method to be used and why, and obstacles to ensure the completion of the task that could come up and ways to mitigate them. The financial proposal should include a reasonable budget, with a narrative explaining the line items of the budget. All financial proposals should include taxes when applicable.

4. Profile of the Offeror:

- A degree in anthropology, international development studies, human resources, organizational development, or related social sciences areas.
- At least 5 years of experience in development projects.
- Demonstrated experience and knowledge of Indigenous Peoples' rights and sustainable development.
- Demonstrated cultural awareness and sensitivity to the diversity of values, views, and approaches to issues relevant to the FSC IF.
- Being a member of an Indigenous Community or Peoples would be a plus.
- Strong oral and written communication in English and Spanish, French is a key asset.

5. Applications need to include the following documents:

1. CV of the consultant including descriptions of relevant responsibilities (not just job title) including information on contracting entity/client, project location/country, duration, consultant months provided (if different from duration), main activities, objectives.

6. Tasks and Deliverables:

- i. Organize the information by organization, topic areas in capacity development, countries that are covered, location of the organization, languages of the resources and materials produced for their capacity development services/solutions, contact information, types of capacity development programs (online training, face-to-face trainings, internships, learning by doing, on-the-job training), contact person, recent activities of the organizations, donors (if applicable) and other relevant information such as the capacity of the organization ((number of staff, partner organizations, innovation, leadership), resources prepared. The organizations to be identified should be working in the regions but this does not exclude the possibility of identifying global organizations working on key topics that can partner with organizations at the regional and country level to deliver capacity development opportunities.
- ii. The information provided to IPARD about the organizations must be updated and verified, not just a summary of information found on the internet.
- iii. Prepare a final report including recommendations and observations.

7. Coordination:

The consultant will coordinate the expected work with the Program Lead on Capacity Development and Inclusion who will coordinate with the Financial and Administration Direction of the FSC-IF.

8. Conditions for payments of the products:

The deliverables must be authorized by the IPARD Program Manager to proceed with other internal approvals and payments. All products must be delivered in digital format according to the following schedule and payment percentages.

Deliverable	Timelin e	Payment percentage
Work Plan presentation and approval	25%	(To be presented in the first week of the consultancy)
First list of organizations reviewed	25%	(To be presented in the fifth week of the consultancy)
Final list of organizations approved	-	(To be presented for approval in the seventh week of the consultancy)
Final list of organizations and a final report with a description of all steps of the consultancy and recommendations	50%	(To be presented for approval of final payment in the eighth week of the consultancy)

9. Duration of the assignment:

Two calendar months upon signing of the contract or 40 days of consultancy.

10. Submission

1. Deadline for submission is September 25, 2022 (5:00 p.m. Panama Time). Please submit an application including a technical and financial proposal to procurement.fscif@fsc.org with the subject line – “IDENTIFY ORGANIZATIONS PROVIDING CAPACITY DEVELOPMENT SERVICES TO INDIGENOUS PEOPLES ORGANIZATIONS AND KEY PARTNERS IN THE LATIN AMERICA AND AFRICAN REGION”
2. Financial proposal and proposed timeline for payments and corresponding products for the payments, please include all local taxes in your financial proposal if necessary, no additional costs or taxes would be accepted after the proposal has been shared.