



## Terms of reference Consultancy

Gather relevant information and write a synthetic overview on the transmission of living cultural heritage in the protected areas of the Guianas

RENFORESAP project - Interreg Amazon Cooperation Programme  
"Strengthening the Network of Protected Areas in the Guiana Shield and their contributions to sustainable development in respect of local cultures, values and lifestyles"

### I. Service requested

The services requested consist in producing one of the synthetic synthesis included in the deliverables of the project RENFORESAP ("Strengthening the Network of Protected Areas in the Guiana Shield and their contributions to sustainable development in respect of local cultures, values and lifestyles")

### II. Context of the overall project

The project "Strengthening the Network of Protected Areas in the Guiana Shield and their contributions to sustainable development in respect of local cultures, values and lifestyles" is a multi-stakeholder and transnational approach amongst protected area managers of French Guiana, Suriname, and Guyana. The purpose of the project is to strengthen the resilience of the forest and the livelihoods of the local populations in a context of increasing impacts of global change on the Guiana Shield ecosystems. Its overall objective is to strengthen the capacity of protected or conservation area management in order to meet the common challenges they face.

The specific objectives are to strengthen dialogue between protected areas managers and teams and to capitalise the best experiences.



The specific actions to achieve these objectives are the organisation of 3 regional workshops bringing together the managers of protected areas and the production of 4 participatory thematic overviews on how best to support local development in isolated areas in terms of ecotourism development, participatory science for the sustainable management of natural resources in the Amazonian environment, control strategies against the threats from illegal gold mining, and transmission of living cultural heritage.

The project runs for three years (2018-2020), bringing together the different managers of protected areas in the region, as well as international organizations of nature conservation working in the region (such as, but not limited to, Amazon Conservation Team ACT, Conservation International, WWF Guianas, Frankfurt Zoological Society FZS...).

The working language will be English, with key general documents available in four languages (Portuguese, Dutch, English and French). The expected results of the project include: a better visibility of biodiversity conservation issues of the Guiana Shield at global level, a strengthened contribution of protected areas to local and sustainable development and to biodiversity conservation, a better exchange on the challenges and solutions to the problems faced by the Amerindian and Maroon communities in the region, and an improved dialogue between the countries of the Guyana shield on the medium and long term issues of conservation and eco-development of the Guiana Shield ecosystems in the wider Amazon basin.

### III. Scope of Work

The duties of the consultant will include, but are not limited to:

- to write a synthetic overview on the concerned thematic area for the RENFORESAP project.
- to comply to the structure of the synthetic overview (*cf. Annexe 1*) while drafting the report. The author can suggest modifications to the structure; however, they need to be approved by the steering committee.
- to work closely with the contact persons from each country partner on the concerned thematic area. They will be responsible to provide the consultant with information and documents on the thematic area needed to draft the report.
- to collect and review any complementary information from stakeholders in each country-partner to complete the information already provided by the contact persons. This information can be existing policies, national strategies, past or ongoing projects on the thematic area.
- to work closely with the Coordinator of the project in drafting of the report. The Coordinator will assist the consultant in his/her task and help contact the relevant stakeholders if needed.
- to respect the time frame mentioned in *Article F* of the present document.



#### IV. Expected Outcomes and Deliverables

The consultant shall provide insurance to guarantee his/her liability towards the steering committee.

Not more than 3 drafts will be requested by the steering committee. If the 3<sup>rd</sup> draft does not suit the steering committee's recommendations, the latter may reconsider the contract with the consultant.

The report shall include between 20 and 30 pages, including illustrations.

It is not asked to do the final formatting of the document. This will be done later by the communication service of Parc amazonien de Guyane. Concerning the report, the deliverable will consist in a word or open office document and a file containing all the illustrations.

The service provider shall guarantee that all illustrations can be used freely for the thematic synthesis.

Specific deliverables are:

- workplan on achieving specific deliverables for the full period (within first 2 weeks after start of contract). The workplan shall include conference meeting with the contact persons and with the Project Coordinator, progress report, first draft and modified versions of the report.
- progress report of work programme and update to the Project Coordinator once a month.
- a final report on the concerned thematic overview already whose draft has been validated by the steering committee and that has been formatted according to the model provided by the Coordinator.
- a list of the available documents on the thematic area (bibliography).
- a list of the stakeholders (name and contacts) contacted during the drafting of the report.

#### V. Institutional Arrangement

The hired consultant will be directly in contact with the Project Coordinator. Any difficulty or request will be shared with the Coordinator in a timely manner before informing the steering committee.

#### VI. Duration of the Work

The consultant shall provide a first draft to the steering committee **within 3 months** starting on the date of issue of the purchase order from the French Guiana Amazonian Park. If the deadline cannot be met, the consultant should, within 2 weeks of the deadline, inform the Coordinator of the project of any difficulty encountered or to come in the course of the delivery service.

The time frame may be subjected to change based on the development and progress of the project.

#### VII. Competencies and qualifications

The author shall

- have in-depth and proven knowledge and experience in the concerned thematic area. Prior experience in the thematic area is a strong asset.



- be fluent (oral and written) and have excellent communication, analysis and writing skills in English.
- display interest in RENFORESAP's and its partners' activities.
- demonstrate openness to change and ability to manage the complexities of working with contact persons from 3 different countries.
- have experience working on programs and initiatives on Conservation in the Guianas.

### VIII. Price content and schedule of Payments

The consultant shall submit a financial proposal in his/ her application. The final cost will be agreed upon during the selection process. It will be indicated in the purchase order from the Parc amazonien de Guyane and is exclusive of VAT. It will be considered firm and definitive as long as the *Scope of work (Article C)* stated above is respected by the consultant.

A 30 % advance of the total amount can be allocated to the consultant on his request and after the start of the contract. Upon submission and approval of the final draft report by the steering committee, the remaining 70 % of the total amount will be paid to the consultant.

### IX. Applications

Please send your CV and letter of interest to Sevahnee Pyneeandy, Project Coordinator, [renforesap@guyane-parcnational.fr](mailto:renforesap@guyane-parcnational.fr)

**The deadline for applications is Friday August 2<sup>nd</sup>, 2019.**



### Annexe 1: Structure of RENFORESAP's thematic overview

#### I. Introduction

- i. An introduction of the thematic area in general: what is at stake globally and how each thematic area is related to International Conventions
- ii. Presentation of RENFORESAP project and its partners
- iii. Definition of protected areas and brief presentation of the network of protected areas of the Guianas
- iv. The approach/ methodology used for the thematic overview

#### II. Each country's overview

A brief presentation of the situation in each country concerning the thematic area with figures if available and charts depending on the thematic area.

It will also give a state of the art on:

- the national strategies and policies,
- an overview of what is being done
- and where the countries are going on the thematic area.

It will also give a description of co-joint initiatives of the institutions on the topic.

#### III. Shared experiences and best practices

This section should give a description of the practices that have worked and that are well established among the community or the management of the protected area. These practices should contribute to biodiversity conservation and sustainable development in respect of local cultures, values and lifestyles.

It will also describe the experiences shared by the participants of each thematic workshop (cf. report of each workshop).

#### IV. Gaps for solutions and challenges

This section will recapitulate the gaps and challenges identified by participants during each thematic workshop as well as the solutions. The authors of the report can add to the ones already identified and draw solutions.

#### V. Potential for cooperation

This section will again recapitulate the potentials for cooperation that came up during the group sessions of each regional workshop or side event. The authors can also contribute to the potentials for cooperation between the 3 countries and/or countries of the Guiana Shield.

#### VI. Key stakeholders

The authors will try to identify the key stakeholders of the 3 countries (could consist of the ones identified during the launch) who would be relevant to cooperate and to work with on an action plan for a national or regional strategy concerning the thematic area.

## VII. Action plan

The action plan will be established based on the discussion sessions of the workshops. It should contain recommendations and identified opportunities in each country.

## VIII. Conclusion

The conclusion should be a brief summary of the whole thematic overview and draw out main conclusions of each section.