



Terms of Reference (ToR)

Title: Consultancy service for updating and enhancing the web-based village forest monitoring and governance tracking tool

I. Background

I.1 About MJUMITA

Mtandao wa Jamii wa Usimamizi wa Misitu Tanzania (MJUMITA), or "The Community Forest Conservation Network of Tanzania," is a network of over 132 local community-based organizations (CBOs), comprising more than 15,000 members from villages involved in Participatory Forest Management (PFM) across Tanzania. Founded in 2000 and registered in 2007 under the NGO Act of 2002 (registration number 000NGO/1119), MJUMITA operates in 16 regions, 35 districts, 143 wards, and 452 villages, representing approximately 500 forest-based community groups managing around 1.8 million hectares of natural forest.

MJUMITA plays a critical role in supporting community-based forest governance by providing a platform for capacity building, knowledge sharing, advocacy, and communication. A key tool in this effort has been the *Village Forest Monitoring and Governance Tracking Tool*, which has been implemented in over 300 villages, significantly enhancing transparency, accountability, and participation in village-level forest management.

I.2 About the Project

In partnership with the *Regional Centre of Excellence for Biodiversity, Forests and Seascape ecosystems management in Eastern and Southern Africa (RCoE-ESA)*, MJUMITA has focused on low-cost, data-driven solutions for sustainable forest management. The objective of this project is to update and enhance MJUMITA's existing *Community Forest Monitoring and Governance Tool*, ensuring it evolves to meet the needs of local communities managing Village Land Forest Reserves (VLFs). The

updated tool will support five villages in the Mvomero district and include new features for digital data recording, forest patrol management, forest crime tracking, and governance reporting.

2. Objectives of the assignment

The overall objective of this assignment is to update and enhance the existing village forest monitoring and governance tracking tool, ensuring it is more user-friendly and capable of providing improved forest condition analysis and reporting while adding new features such as a navigation map for patrols and forest boundary visualization.

Specific objectives:

- i) Upgrade the current web-based village forest monitoring and governance tracking tool
- ii) Integrate GIS-based navigation and patrol tracking maps for improved forest patrol management
- iii) Provide technical backstopping and training for MJUMITA staff and local communities to support effective use of the enhanced tool

3. Deliverables

The consultant is expected to deliver the following:

- i) An updated, fully functional version of the web-based village forest governance tracking tool with an enhanced user interface and additional features
- ii) GIS-based forest cover maps, including real-time navigation maps to assist with forest patrols and boundary monitoring in four village land forest reserves in Mvomero District
- iii) A patrol navigation system integrated with the tool for tracking and reporting on forest patrols in real-time
- iv) Training sessions for MJUMITA staff and community members to ensure proficient use of the enhanced tool
- v) A comprehensive activity report highlighting the achievement of the above deliverables (i-iv)

4. Methodology and consultant tasks

The consultant will:

- ❖ Review the current version of the forest monitoring tool to identify gaps and areas for improvement

- ❖ Propose and implement user-friendly upgrades, ensuring the tool is responsive to the specific needs of village forest management institutions
- ❖ Incorporate GIS-based functionalities, including the creation of navigation maps that can be used for real-time forest patrol tracking and boundary monitoring
- ❖ Ensure the tool's ability to collect, analyze, and generate detailed reports on village forest management activities, including patrol tracking, forest crime, and governance metrics
- ❖ Provide MJUMITA with technical backstopping throughout the tool's implementation, ensuring continued support and troubleshooting during rollout

5. Timeline

The assignment is expected to be completed within **7 working days**. The consultant is required to submit a detailed work plan, outlining key milestones and deliverables within this timeframe.

6. Required Qualifications of the Consultant

The ideal consultant should meet the following qualifications:

- i) A Master's degree in natural resource management, environmental science, GIS, or related fields
- ii) At least 5 years of experience in developing or upgrading web-based monitoring tools, particularly in the context of forest or natural resource management
- iii) Proven experience with community-based forest management systems, with a deep understanding of the local and regional forest governance context in Tanzania
- iv) Strong proficiency in GIS software and web development, with demonstrated ability to integrate navigation maps and other new features into existing tools
- v) Ability to provide ongoing technical support and training to ensure the successful adoption of the updated tool in village settings

7. Application Procedure

Interested consultants are invited to submit their proposals as outlined below:

i. Technical Proposal (maximum 2 pages):

- ❖ A clear understanding of the assignment, with an outline of how the existing tool will be updated and enhanced
- ❖ Detailed methodology explaining how the navigation map and GIS capabilities will be integrated to improve usability and patrol management

- ❖ Relevant references to similar assignments previously undertaken
- ❖ Summary of the consultant's qualifications and experience, addressing the specific requirements outlined in Section 6

ii. Financial Proposal (maximum 1 page):

- Breakdown of consultancy fees, including the number of person-days required to complete the assignment

Technical and financial proposals should be sent to info@mjumita.or.tz and copied to josephinegabriel@mjumita.or.tz with subject line **“Proposal updating forest monitoring tool”**

The deadline for submission is 13th October 2024, 23:59 HRS (Tanzania local time). Only shortlisted candidates will be contacted for further review and contract negotiation within a week of the closing date