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| Programme: | Integrated Biodiversity Management, South Caucasus (IBiS) |
| PN: | 15.2101.2-002.00 |
| Assignment: | Organization of green bus tour in IBiS pilot areas, training of teachers, update and reprinting of Environmental Education (EE) materials, equipment of school libraries in IBiS pilot areas. |
| Period: | 12/2018 –06/2019 |

1. **Brief programme information**

The biodiversity of the South Caucasus is of global importance, but the huge variety of species and the proper functioning of the ecosystems are under threat. There is considerable pressure from the exploitation of natural resources by the local population, private industry and governments.

In each of the three countries of the South Caucasus – Georgia, Armenia and Azerbaijan – there are National Biodiversity Strategy and Action Plans (NBSAPs) and initial sectoral strategies for managing biodiversity and ecosystem services. As yet, however, these are unable to withstand the challenges posed by the conflicting interests of different sectors (forestry, pasture farming, agriculture, nature conservation and tourism). There is a lack of coordination between the various state and non-state actors and population groups (e.g. shepherds and farmers). In addition, there is not enough reliable data available on the different sectors to support planning and decision-making processes.

Within the framework of the Caucasus Initiative of the German government, the programme cooperates primarily with the environment ministries of the three different countries of the South Caucasus. The programme follows a multi-level approach. At national level, it promotes the development or revision of biodiversity strategies and regulations, particularly in forest and pasture management, and in erosion control. The experience gained from the pilot measures at district, municipal and local levels are incorporated into this process. As part of these pilot measures, relevant actors are provided with the skills needed to implement integrated approaches for sustainable management of biodiversity and ecosystem services.

The module objective of the programme is to promote better coordination of biodiversity and ecosystem services management across sectors on the basis of solid data. The programme comprises four areas of intervention with the following objectives:

1. Instruments and coordination processes for the sustainable management of biodiversity and ecosystem services at local level are tested.
2. The implementation capacity of line ministries, their subordinate bodies and of training institutions regarding the management of biodiversity and ecosystem services is improved.
3. The perception of the general public towards the importance of biodiversity and ecosystem services is more positive.
4. The regional exchange on sustainable management of biodiversity and ecosystem services is improved.

IBiS follows up on the achievements of the programmes “Sustainable Management of Biodiversity, South Caucasus” and “Integrated Erosion Control in Mountainous Regions”, and is due to last four years (from December 2015 to November 2019). The programme is implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH on behalf of the German Federal Ministry of Economic Cooperation and Development (BMZ).

1. **Context**

Severe environmental and biodiversity losses, dating back to the Soviet era, are major challenges facing Armenia today. Problems such as mass degradation of forestry conditions, climate change, biodiversity loss, soil erosion and landslides, desertification, and others, form the cornerstone of the present environmental situation. There is too little public awareness of the principles underlying the sustainable management of biodiversity and ecosystem services. Awareness raising activities are neither coordinated and intended for large target groups, nor mainstreamed within training institutions or planning and decision-making processes.

The topic of forests is the main focus both for IBiS Programme and its main partner, the Ministry of Nature Protection (MoNP). Based on the joint concept on an environmental awareness raising, developed by GIZ and MoNP in July 2018, a campaign with its subsequent activities will be implemented for the purpose of increasing knowledge and changing attitudes and practices of relevant population groups regarding the value of forests and their sustainable use. This assignment is an integral part of the Joint Concept Paper on Environmental Awareness Campaign, developed by GIZ and MoNP. Therefore, the concept paper (Annex 1) should be reviewed carefully and considered during the assignment.

One of the activities of the campaign is the green bus tour in IBiS pilot areas, together with update and reprinting of Environmental Education (EE) materials, training of teachers and equipment of libraries in IBiS pilot area schools. IBiS activities in the pilot areas in regard to erosion control should be carefully studied and considered, especially while organizing the teachers’ trainings and green bus tour. The aspect of gender should be specifically addressed during the whole implementation of the assignment.

The IBiS programme in cooperation with the relevant authorities in the Ministry of Nature Protection will assist the consulting Company in the organization and implementation process of this assignment.

1. **Objectives and tasks**

With this assignment, the IBiS programme aims to 1-update, get approval and 2-re-print GIZ manuals for wide circulation, 3-collect related EE materials, 4-equip 17 school libraries in IBiS pilot areas with these materials, and 5-organize teachers‘ trainings and 6-a green bus tour in the same pilot areas while also 7-monitoring and evaluating, and 8-reporting on all related activities.

The Company is expected to fulfill the following tasks in close cooperation with relevant partner representatives.

TASK 1. **Update and approval of EE materials**. There is already a list of materials elaborated by GIZ so far, which is available in the Campaign Concept Paper (see Annex 1, pg. 9 Armenian version). From this list, the Company has to make an update of at least 5 teacher manuals, 1 poster and 1 film. The final list of the materials to be updated should be discussed with and approved by GIZ. The update of these materials should be done in cooperation with Environmental Education Network (EEN)representatives, and be approved by the Ministry of Education and Science (MoES) as educational material.

* Most of materials developed by GIZ, including manuals and posters, can be found under this link: <http://eenarmenia.org/am/materials/>
* The updated film should be based on 2 different films developed in 2010 and 2013 by GIZ. No additional shooting is needed. Other films, produced by GIZ at different times, can be used as well. The GIZ YouTube Channel GIZonlineTV at <https://www.youtube.com/user/GIZonlineTV> should be consulted to have an idea on technical and creative requirements of published GIZ videos. The updated film should be provided as a file and uploaded to the GIZ YouTube Channel. It should be further promoted during the teachers’ trainings and green bus tour mentioned below.

TASK 2. **Printing of updated EE materials.** Printing of at least 500 copies of each of the 5 updated manuals and 500 copies of the updated poster is required. The characteristics of the printed manual should be as follows: A4 format, 40-70 pages 90gr offset, cover 300gr, mat laminated, perfect binding. The poster should be on 70x100, 200 gsm gloss paper. The final volume to be printed is to be discussed with and agreed by GIZ during the process of implementation.

TASK 3. **Collecting EEN materials.** Many materials have been developed by different NGOs and educational institutions in relation with environmental education (EE). Most of these organizations are part of EEN. The Company should research and propose a draft list of successful EE materials, developed by EEN members and beyond, which are related to the forests and biodiversity. The draft list should be approved by GIZ. Subsequently, the organizations which have developed those materials, should be contacted and asked for available free copies to be provided for GIZ MoNP joint campaign purposes. In case there are organizations who can provide these materials, in return they can get GIZ updated and printed manuals. As a result, the collected materials will be distributed to IBiS pilot communities’ schools, as described in TASK 4.

TASK 4. **Equipment of 17 GIZ pilot marz school libraries.** All the materials printed and collected, as described in TASK 2 and TASK 3, should be distributed to 17 schools of IBiS pilot communities of Aragatsotn and Shirak marzes. The names of communities/settlements and the respective number of schools are mentioned in the table under TASK 5.

A nicely arranged and designed package should be prepared for each school, which will contain a number of manuals, publications and posters. The list of materials to be included in the package will be discussed and approved with IBiS and MoNP. The distribution of the materials can be done during the teachers’ trainings or the green bus tour.

TASK 5. **Training of 75 teachers.** In order to prepare the green bus tour and get the support of the teachers, 3 teachers’ trainings should be organized before the start of green bus tour. The venues for each 2-day training should yet be discussed, but should be provided by the municipalities free of charge. They should be suitable for all teachers and not far from their community in order to ease travel time. Transportation of participants, 1 lunch and 2 coffee breaks should be arranged for each day.

There should be 3 training sessions for a total of 75 teachers of “Me and the environment” and/or class supervisors and/or biology/geography teachers of 17 schools in the IBiS pilot areas. Per session, 25 participants should attend. The training will be based on GIZ Manuals on Forest Ecosystems, Biodiversity of Rivers and Pastures, Endangered Species and Waste Management. The manuals will be provided to the libraries of each of the schools, so teachers will have access to these materials after the training. For each training day, the Company will organise 2 coffee breaks and 1 lunch for all participants.

The Company is responsible for discussing and agreeing on teachers to be invited through the respective heads of communities and municipalities. A list of teachers should be requested from heads of municipalities. Teachers should be contacted and invited at least one week before the trainings, and 1 day prior they need to be reminded again. In all organizational matters, the Company should work closely with the respective municipalities, informing GIZ IBiS about the reached agreements.

The list of pilot area communities/settlements and number of teachers is provided below:

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| --- | --- | --- | --- | --- |
| **#** | **Name of community/settlement** | **Number of schools** | **Number of all teachers** | **Number of teachers to be trained** |
| **Aragatsotn marz** | | | |  |
| Aparan enlarged community | | | |  |
| 1 | Lusagyugh | 1 | 24 | 5 |
| 2 | Kuchak | 1 | 28 | 6 |
| 3 | Arayi | 1 | 10 | 2 |
| 4 | Aparan | 2 | 62 | 13 |
| 5 | Vardenut | 1 | 25 | 5 |
| Tsaghkahovit enlarged community | | | |  |
| 6 | Hnaberd | 1 | 33 | 7 |
| 7 | Geghadzor | 2 | 28 | 6 |
| 8 | Tsaghkahovit | 1 | 31 | 6 |
| 9 | Norashen | 1 | 26 | 5 |
| **Shirak marz** | | | |  |
| 10 | Harich | 3 | 29 | 6 |
| 11 | Nahapetavan | 0 | 0 | 0 |
| 12 | Saralanj | 1 | 13 | 3 |
| 13 | Mets Mantash | 1 | 26 | 5 |
| 14 | Poqr Mantash | 1 | 28 | 6 |
|  | Total | 17 | 363 | 75 |

During the trainings, the dates of green bus tour should be provided for each community, so that teachers can spread the information at their schools and among students. During the days on which the green bus will visit a particular school, the trained teachers will be expected to participate and assist the process, and to encourage participation of community members.

TASK 6. **Organization of green bus tour.** The green bus tour will be the anchor for the GIZ MoNP joint campaign, focusing on IBiS pilot areas in Aragatsotn and Shirak marzes. The tour will take place as a follow-up to the trainings of teachers in respective communities. The green bus tour should focus on the achievements and topics of activities that IBiS has been working on for the last 3 years in the mentioned communities.

For an example of a green bus tour please refer to 3 volumes of a manual related to the organization, trainings and methods/tools for such environmental bus tours at <http://www.laos-proceed.com/manual.html> . These volumes will serve as main guidance for the practical implementation process.

* The green bus will be on tour in the above mentioned communities in April-June 2019. It will stop in each community for a whole morning or whole afternoon (ca 4-5 hours) in a suitable location, where people can sit and discuss inside and outside the bus.
* The main target group of the green bus are children of 12-15 years of age, together with their teachers and parents. It is planned not to limit attendance, since the green bus training will be open and free to whoever wants to attend.
* The green bus should have the names of GIZ and MoNP written on it, together with logos. A motivational short slogan should be on display on the most seen parts of the bus. The green bus should have topic-related colorful environmental illustrations painted on both sides of the vehicle, which will immediately attract the attention of people when the bus drives around in a community.
* The bus will be equipped with educational materials collected and printed, as described in TASKs 1-4. Also, it will be equipped with a solar panel on the rooftop, a big screen that could possibly be attached to the outside part of the bus, light and sound system for showing films, a laptop and a projector, 2 flip charts, 2 pin-boards, 1 digital camera, moderation suitcase, stationery and other necessary materials. The vehicle should have a photovoltaic system that uses solar energy to provide approximately 4-5 hours of energy for various electronic devices.

For an example of a green bus, together with its equipment and materials, please consult ProCEED project in Laos under this link (Volume 1): <https://indd.adobe.com/view/6a5a4bcf-3d07-4197-97dd-2276fcfd33a7>

* The main topics of the green bus tour should be as follows, with a strong focus on outdoor activities and practical games and exercises:
  + Forests and their sustainable use, information about nurseries and forest care-taking activities
  + Ecosystem services
  + Bioengineering measures
  + A compilation of other topics, including endangered species, waste management, biodiversity of pastures, etc.

These topics should be discussed further and developed together with GIZ IBiS and MoNP representatives. For detailed list of examples on practical games and exercises please consult Volume 3 under this link: <https://indd.adobe.com/view/eaf05b6f-4789-4e2f-8a4f-cb130a78b754>

* There should be a trained and experienced bus operators on the bus (up to 5 people, except for the driver). Among them should be trainers on Environmental Education and all topics mentioned above, a coordinator and helping/observing staff. All of the bus operators should be present and coordinating the tour and related activities on the spot every day of the tour. Representatives from MoNP, IBiS and interested teachers from communities will also be part of the green bus crew.

The bus operators should be trained before the bus tour starts and have their plan of operations developed well in advance, including Plan B for emergency situations (rain, inaccessible roads, funeral in the community, non-functional photovoltaic system, etc.). For more examples of training types and needs please consult Volume 2 under this link: <https://indd.adobe.com/view/adcdfc54-5400-4033-924e-8fd4bf5ec5a9>

* The bus operators/facilitators should use certain communication media and educational tools with their audiences, namely learning aids, games and exercises, songs, dances and drawings, posters, information boards and illustrations, films and theater plays, etc.
* The green bus will present and promote the use of mobile application on Red List species, as well as film and spots on forests, developed in the framework of the GIZ-MoNP joint campaign. Further details will be clarified during the first meeting.
* Good quality photos of the green bus tour in all communities should be taken and delivered to GIZ.
* Before every tour the organizers should make sure that there is everything necessary on board the bus, including well-functioning technical equipment, moderation and visualization materials, environmental education tools and materials, games and media, food for the crew, medical and sanitation materials, etc.
* The list of the communities to be toured is presented in TASK 5.
* A detailed timetable and roadmap of the green bus tour should be agreed and coordinated closely with GIZ and MoNP, as well as all municipalities of the communities and settlements involved. The dates of the tour need to be communicated and clarified with the communities not only couple of months in advance, but also be checked 1-2 weeks before the bus starts the tour. For an example on organizational aspects and planning, please refer to pages 29-51 of Volume 1: <https://indd.adobe.com/view/6a5a4bcf-3d07-4197-97dd-2276fcfd33a7>
* A nicely-designed report with photos of the green bus tour will be developed and handed over to GIZ. The report should comprise information on main activities, demographics of the participants (number, gender, age), impacts of the activities, lessons learned and recommendations. This report can be part of the big report, mentioned in TASK 8 below.

TASK 7. **Monitoring and Evaluation.** The Company will be responsible for carrying out monitoring and evaluation of the teachers’ trainings and green bus tour in the pilot areas of IBiS Programme. Short feedback questionnaires for both target groups should be developed in cooperation with and supported by GIZ IBiS. The purpose of the questionnaire is to show that the addressees of environmental education campaign explain during an evaluation how they intend to apply their newly gained knowledge about biodiversity and ecosystem services. The summary of all feedback should be presented to GIZ IBIS in an agreed structure of an excel file.

TASK 8. **Reporting.** This task should include the preparation of comprehensive report about all performed tasks in detail. All photos taken during the implementation of the whole contract (especially teachers’ trainings and green bus tour) should be presented to GIZ IBiS together with the report. The Company is also responsible for organizing a presentation for EEN at the end of the implementation with help of a Power Point Presentation.

1. **Expected outputs**

The expected outputs of the assignment are:

Output 1. Updated and approved by MoES 5 teachers’ manuals and 1 poster, previously developed by GIZ. An updated 1 film by GIZ in digital form, with all GIZ requirements.

Output 2. 500 copies of each 5 manuals, 500 copies of 1 poster printed.

Output 3. List of EE related materials, compiled as a result of the research. A number of EE materials, collected from other organizations, if available.

Output 4. Libraries of 17 schools from IBiS pilot communities equipped with EE materials.

Output 5. 75 teachers from 17 schools trained

Output 6. Green bus toured in 14 IBiS pilot area communities/settlements for one time.

Output 7. Summary of results from the M&E questionnaires in a written and visualized format (graphs, tables, illustrations etc.) in Armenian and English.

Output 8. Final report on performed tasks in Armenian and English together with photos. Reports are to be prepared according to the official IBiS report format.

1. **Time frame and work schedule**

The assignment needs to be implemented during the period November 20, 2018 – June 30, 2019, and should cover up to 51 working days as follows:

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| **Tasks** | **Expert days (up to)** | **Dates for submitting** |
| Task 1 | 8 | March 1, 2019 |
| Task 2 | 4 | April 1, 2019 |
| Task 3 | 3 | March 1, 2019 |
| Task 4 | 2 | June 15, 2019 |
| Task 5 | 9 | May 10, 2019 |
| Task 6 | 22 | June 15, 2019 |
| Task 7 | 2 | June 20, 2019 |
| Task 8 | 1 | June 25, 2019 |

A detailed time and work plan will be discussed and agreed with the consulting Company based on the provided technical proposal. The exact dates of teachers‘ trainings and green bus tour should be agreed and communicated to GIZ IBiS Programme.

During the implementation period of this first phase, the possibility of extending the Green Bus Tour to further regions within a second phase will be discussed and decided.

1. **Steering and Reporting**

The entire process will be steered by GIZ Integrated Biodiversity Management, South Caucasus Programme. The Consultant will keep close liaison with GIZ IBiS Adviser Lusine Gharajyan and Team Leader Tobias Wittmann, coordinating closely in all technical issues. Approval from GIZ at each stage is a must before moving on to the next level.

1. **Professional Requirements**

* Proven experience in implementation of similar tasks,samples of previous work assignments,
* Pool of experts: experts on environmental education and biodiversity of forests should be involved. CVs of key experts should be attached to the proposal,
* Team working skills,
* Strong networking skills,
* Previous projects implemented for international partners would be an asset,
* Proven experience and knowledge of Environmental Education field in Armenia.

**NOTE: The Consultant shall provide a Technical and Financial Proposal**