

Terms of Reference

PROMOTE PARTNERSHIP BETWEEN LOCAL GOVERNMENT AND CIVIL SOCIETIES FOCUSING ON ENGAGEMENT OF YOUTH AND WOMEN IN LOCAL GOVERNANCE AND DEVELOPMENT PROCESS



8th August 2019

Helvetas Swiss Intercooperation and Department of Local Governance, Ministry of Home and Cultural Affairs of the Royal Government of Bhutan

1. Introduction/Background

Decentralization and Local Governance Project (DLGP), a partnership between the Department of Local Governance (DLG) under the Ministry of Home and Cultural Affairs (MoHCA) and HELVETAS Swiss Intercooperation, is from 1st August 2018 till December 2022. The project aims to strengthen Decentralization and Local Governance in Bhutan. The project will be piloted in four Dzongkhags (Haa, Tsirang, Trongsa and Tashigang) and in eight Gewogs (Gakiling, Sangbaykha, Semjong, Patshaling, Nubi, Draagteng, Merag and Lumang).

Under this project, one of the outcomes focuses on promoting citizen engagement with specific attention to women and youth engagement in planning, implementation, monitoring and reporting of local development. Currently, engagement of women and youth in local development process are limited. Some of the issues highlighted are: lack of access to information, mobile youth population, rural-urban migration, lack of awareness, limited platforms for participation, and lack of inclusive planning approach.

Local government institutions are aware of these issues and are generally interested in addressing them. On the other hand, civil society organizations that work closely with youth, women and small communities have overtime developed experiences in community mobilization and partnerships. Therefore, it will be worthwhile to consider partnership between local government (LGs) and civil society organizations (CSOs) to jointly implement local plans and development activities based on comparative advantages and their area of expertise. The strengthening of partnership between LGs and other stakeholders will also help address the current issue of implementation capacity of LGs and LGs administrations. The LGs and LG administration can play a major role in facilitating partnership at the LG level. Currently, the LG and LG administration role are largely limited and perceived to be sole implementer and do not play the role of facilitator. With the shift in approach, LGs and LG administration may be able to focus more on providing strategic direction and guidance rather than focusing on day to day administrative burdens.

As a basis for the above, a concept note on Promoting Partnership in DLGP was presented during the second Project Steering Committee meeting and the concept was approved and endorsed. Based on this approved concept paper, a ToR has been drawn up to explore partnership between LGs and Civil Society organizations in the area of youth and women engagement in local governance and development process.

2. Purpose

The fostering of partnership between Local Governments and civil society organizations based on shared mutual responsibility and accountability and focused on engagement of youth and women in local governance and development process

3. Objectives

The main objectives of promoting partnership between LGs and relevant civil society organizations are:

1. To strengthen existing platforms or develop new models for coordination and collaboration between LGs and CSOs in pursuing their common objective of engaging youth and women in local governance process.
2. To build on complementary experiences and skills of LGs and CSOs in reaching out to women and youth
3. To develop capacity of LGs and Civil society organizations to promote partnership at the LG level

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4. Share responsibilities and accountability between LGs and civil society organizations in terms of effective delivery of plans, programs and activities.

4. Expected Results

The final expected result;

- Strengthen engagement of youth and women in area of local governance and development process through mutual partnership between LGs and Civil Society Organizations

5. Project Proposal Content

The Project Proposal must include but not be limited to the following:

- a) Ideas and approaches to strengthen partnerships between LGs and CSOs for the end objective of enhancing engagement of youth and women in local governance and development process
- b) Proposed modality/models of partnership between LGs and CSOs, ideally building on what exists at local levels
- c) Clear logic model/ Theory of Change of the proposed ideas/approaches
- d) Clear linkages of result area of project to Local Government Key Result Areas and National Key Result Areas of the 12th FYP
- e) Similar working experiences will be of added value
- f) Financial Proposal

6. Methodology/Approaches

Interested registered national CSOs may submit their proposal based on the ToR to HELVETAS Bhutan Country Office. Shortlisted CSOs will be invited to make a presentation to a Committee consisting of representatives from Local Government, LG administration, DLG, MoHCA and HELVETAS.

The committee will evaluate the proposal and facilitate collaboration and partnership between partner Dzongkhags and Gewogs and selected CSOs. A partnership Agreement/ Memorandum of Understanding (MoU) shall be drawn between the two parties: i.e., the partner Local Government and the selected CSOs. The MoU signed between the parties shall govern the partnership modality between the parties.

The MoU shall be for a fixed period of time (between 1-2 years).

7. Deliverables and Schedule

The schedule will be as follows;

SI.NO	Phase	Activity	Timeline
1	Inception Phase	Submission of project proposal	
		Presentation of project Proposal by shortlisted CSOs to Committee	

2	Implementation Phase	Evaluation of Proposal by Committee	
		Draw up MoU between LGs, LG administration and selected CSOs	
		Implementation of Project	
3	Monitoring and Evaluation Phase	Monitoring and Evaluation of Project	

** Actual timeline will be agreed between parties.

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