TERMS OF REFERENCE - POLITICAL ECONOMY ANALYSIS FOR CONSERVATION IMPACT: MENTORSHIP INITIATIVE

Contract Type: Fixed term consultancy (10 months)  
Location: Flexible  
Dates: June 2024 – April 2025

I - BACKGROUND

The conservation of nature requires more than a knowledge of natural sciences. It is about addressing the drivers of nature loss, and the social, political and economic realities that impact the natural environment and the people depending upon it. Addressing these dimensions effectively requires that the design and implementation of conservation interventions consider the complexity of the contexts, organizations and people that surround, influence and have an impact on their effectiveness. Recognizing that Political Economy Analysis (PEA) has been used in many contexts and sectors to understand the interactions between groups and individuals and help to unpack power dynamics within these contexts, in 2020 the WWF International Governance Practice developed a PEA framework - “Political Economy Analysis for Conservation Impact (PEACI)” and conducted a series of webinars and online learning to help roll out this tool to WWF offices keen to examine power dynamics impact on the environment. While training was received positively, participants found it challenging to apply in action.

In 2023, the Governance Practice piloted a ‘mentorship learning journey’ with two WWF teams (one in Cameroon and one in Cambodia) with the aim of helping these colleagues delve deeper into how to derive and use PEACI and use it in practice. The need for PEA in the WWF network continues to increase across WWF, and with this in mind, in 2024, the Governance Practice is extending this mentorship process to two new teams: one working across the Southern Kenya Northern Tanzania (SOKNOT) landscape, comprised of colleagues working together from WWF Kenya and WWF Tanzania; and one working in the Xe Sap National Protected (XSP) Area from staff from WWF-Laos. Through this initiative, colleagues will work together with the support of a mentor to (a) conduct a facilitated PEA of an identified problem, (b) build this into programming, and (c) establish practices to enable the projects to adapt over time based on on-going analysis and learning.

II - SCOPE OF WORKS

The objective of this consultancy is to design and implement a mentorship process, supporting teams from two landscapes to conduct and apply problem-driven PEA. It is anticipated that this consultancy would be part-time over the course of 10 months.

The consultant(s) will be responsible for delivering the following proposed activities:

- Workshop with the respective teams to (a) articulate or home in on the specific challenge; (b) facilitate the team to produce a light-touch / rapid PEA of the challenge; and (c) design this into a theory of change and results framework in existing or new project work.
- To do this, it is suggested the consultant(s) begin with a kick-off workshop on-site (one per landscape) with teams to clarify any aspects of PEA approaches, refine / finalize a problem statement, and produce an approach and roadmap for the PEA.
- It is then suggested that the consultant(s) host two additional (virtual) quarterly workshops with teams: the first to validate PEA findings and develop / integrate findings into revisit the ToC, and identify monitoring approaches; the second to test assumptions, refresh PEA findings, and agree on any adaptations.
- We ask that the consultant(s) ensure there is time allocated as well for short, ad-hoc discussions to talk through challenges on an iterative basis if they emerge.

1 The PEACI Framework can be found here: https://www.worldwildlife.org/pages/fnrc-external-resource-strategic-framework-political-economy-analysis-for-conservation-impact-peaci
● At the end of the assignment, the consultant(s) will produce a summary articulating how the PEA was used in decision-making and implementation, mapping out challenges, and reflecting on benefits.

● Finally, the consultant(s) will support teams to organize and lead a presentation / webinar to the WWF network on the mentorship experience.

The activities above are a proposal, but via a brief inception, we would ask the consultant(s) to:

● Review WWF’s PEA related documents.

● With the WWF Governance Practice and the two teams, produce a learning path for the PEA mentorship process and a work plan of activities and meetings that responds to offices' learning needs and priorities.

Key points to reflect upon in the scope of works:

● It is crucial that mentors provide support that enables offices to produce work themselves as much as possible within working sessions. This is not a training exercise, but does seek to help offices practically go through the PEA process and its application.

● The consultant(s) should maintain regular contact with teams to coordinate meetings, ensure the process is going as planned and should be flexible enough to be able to adapt to the timelines of the teams.

● We ask applicants to use and build on the PEACI framework as a guide, as teams will have familiarity with this tool.

● This process is as much about applying PEA as it is about doing such analysis. Although teams are eager and excited, a 'light touch' PEA (emphasis on analysis) that focuses on practical implementation is recommended. We ask that the consultant(s) be able to spend at least half of the allocated consultancy period supporting teams on incorporating findings into projects, programs or strategies.

● As mentioned, there will be two separate but concurrent processes: one for SOKNOT region that involves WWF-Tanzania and WWF-Kenya and one for XSP with WWF-Laos. Two staff members per team (4 in total) will have completed an in-depth PEA course between Feb-June 2024. These staff members will have facilitated during this period weekly sessions with the broader team to share learning. All team members not enrolled in the in-depth course will prior to the start of the mentorship take a concise self-paced PEACI course.

● The lessons learned from this process should be documented into a brief case study on use of PEA with recommendations made for future activities, supporting teams to map out how best to socialize this with the WWF network

### III - DURATION & DELIVERABLES

This consultancy is to take place between June 2024 through April 2025, with suggested activities at the proposed times below (to be refined in the inception phase learning pathway and workplan).

<table>
<thead>
<tr>
<th>Activity</th>
<th>Timeframe</th>
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<tbody>
<tr>
<td>Inception (planning, coordination, production of learning pathway and workplan)</td>
<td>June 2024</td>
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<tr>
<td>Initial workshops (problem agreement, PEA roadmap)</td>
<td>June - July 2024</td>
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<tr>
<td>Quarterly virtual workshop 1 (PEA validation, ToC development, monitoring approach)</td>
<td>Sept - Aug 2024</td>
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<tr>
<td>Quarterly virtual workshop 2 (Assumption testing, light-touch PEA and ToC review)</td>
<td>Dec 2024 - Jan 2025</td>
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<tr>
<td>Wrap up workshop, synthesis of learning</td>
<td>March 2025</td>
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Presentation to the network | April 2025

We anticipate the consultant(s) will produce the deliverables listed here. Payment will be made based on deliverables, as proposed below, to be finalized and agreed during the inception:

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>Dates</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>Co-created learning pathway and work plan</td>
<td>June 2024</td>
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<tr>
<td>Roadmap for PEA</td>
<td>August 2024</td>
<td>20%</td>
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<tr>
<td>Completed PEA and ToC</td>
<td>December 2024</td>
<td>20%</td>
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<tr>
<td>Workshop Report</td>
<td>March 2025</td>
<td>20%</td>
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<tr>
<td>Final report &amp; network presentation</td>
<td>April 2025</td>
<td>20%</td>
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This consultancy will be coordinated remotely and supervised by the Governance Practice.

IV - KEY REQUIREMENTS

We invite applications from a single consultant or a small team that offer(s):
- At least seven years of leading and developing PEA.
- At least seven years of using PEA in designing and adapting projects or programs with experience and knowledge of adaptive management and project implementation - using PEA in practice on sector projects.
- Experience managing donor funded projects preferred, with practical understanding of project design, management, M&E cycles.
- Advanced degree in political or social science or a related field.
- Experience developing capacity strengthening activities on PEA.
- Experience in Kenya, Tanzania, and/or Laos desired.
- Experience in conservation and knowledge of challenges faced in the space, desirable.
- English language skills required.

V - TO APPLY

Applicants should send in a single PDF or word doc:
- a. CV(s) of proposed consultant(s);
- b. A technical proposal (2 pages max.) on the approach to deliver on scope of works; and
- c. A proposed budget that includes travel costs for the consultant(s).

Please send to (subject of the email: PEACI Mentorship Process) by (17:00 CET 11th March 2024) to spvisbal@wwf.org.co.

VI - EVALUATION CRITERIA

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<tbody>
<tr>
<td>Experience</td>
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<td>Technical proposal</td>
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<tr>
<td>Budget</td>
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<tr>
<td>Total</td>
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