



## Vacancy Notice-

### Terms of Reference

<b>Type of Service</b>	Consulting Assignment to prepare joint Advocacy Strategy (Firm/company/individual consultant)
<b>Employer</b>	Habitat for Humanity Nepal
<b>Consultancy duration</b>	January 2023 to February 2023

#### PROJECT BACKGROUND AND INFORMATION

Habitat for Humanity is an international non-profit organization that builds decent and affordable housing in partnership with people in need. **It has been operational** in Nepal since 1997, serving landless, low-income, vulnerable (ultra-poor, socially excluded, disaster-affected, or living in disaster-prone areas) and Dalit families to build adequate (safe, secure, habitable, and accessible) houses through its central office in Kathmandu and two field offices in Eastern Region (in Province 1) and the Far-western region (Sudur Paschim Province).

Habitat for Humanity International Nepal (Habitat Nepal) employs a holistic approach to long-term shelter solutions by forging effective coordination, collaborative partnerships with government agencies, strengthening relationships with local partners, and pursuing growth through market development initiatives. The organization partners with families to build decent houses, advocates for land and housing rights, and works with financial institutions for inclusive financial literacy and loan products for the poor while promoting strength, stability, and self-reliance through shelter. It

#### Project background

Habitat Nepal's implementation modality has graduated over the years from fully funding house construction to a government subsidized housing approach to now exploring a more market-based housing solutions approach. We recognize that for a house to become truly safe and secure, the land the house is built on must be safe and secure too. Land for housing has therefore been included as a core working area along with housing starting 2018. Cross-cutting areas related to shelter within the larger premise of land and housing include Gender and Social Inclusion (GESI), Disaster risk reduction and climate change, water and sanitation, youth engagement, market and financial literacy, and livelihoods.

Habitat Nepal initiated a Solid Ground Campaign project for land advocacy in 2018 as a pilot. Currently, Habitat Nepal is supporting land diagnostics and advocacy efforts both from the supply (Government) side as well as from the demand (communities) side with stakeholders such as civil society and media as facilitators. Habitat Nepal seeks to partner with like-minded organisations to jointly support access to land for housing, focused on landless marginalized families for which a joint advocacy strategy is essential.

## **Overall Objective of the Assignment**

- Development of a joint advocacy strategy focused on land for housing in agreement with relevant stakeholders.
- Development and publishing of Key messages for raising awareness on land for housing

## **Activities:**

- Desk review of relevant land for housing advocacy strategies and relevant documents that support the development of the joint advocacy strategy and key messages for land for housing.
- Review of the land and housing related (core) policies and laws.
- Identify the key individuals and organisations working on land and housing issues and captured the learnings of their best work of advocacy
- Utilise the diagnostics data and report as a base for the joint advocacy strategy and key messages for land for housing.
- Identify relevant stakeholders for land for housing and identify key experiences, challenges, learnings.
- Develop a donor map of agencies interested in funding advocacy and land related initiatives.
- Facilitate the ideation for the joint advocacy strategy and brainstorming session for key messages for land for housing. Lead 1 joint advocacy strategy workshop. 1 Brainstorming session for key messages for land for housing.
- Coordinate with relevant stakeholders for their input, review and feedback on the joint advocacy strategy and key messages. Coordination through meetings, workshops as proposed by the consultant.
- Engage in relevant diagnostics workshops and meetings conducted by Habitat Nepal to understand the diagnostics outcomes.
- Develop a joint advocacy strategy.
- Develop summarized key messages for land for housing.

Note: Additional activities, if aligned with the overall objective, can be proposed by the consultant and discussed.

## **Final Deliverables by 28 February 2023**

- Joint advocacy strategy
- Report of land and housing related policies review
- Key messages for land for housing
- Reports for events conducted
- Desk review summary

Note: draft deliverables should be shared by 15<sup>th</sup> February to ensure time for time for feedback and revisions accordingly.

## **Specific inputs from Habitat Nepal**

Habitat Nepal shall be responsible for backstopping for implementation of proposed plan. In addition, the specific inputs from Habitat Nepal will be as following:

1. Orientation on land for housing project at Habitat Nepal
2. Provide project related documents and data/information as requested by the consultant
3. Facilitate identifying and organize consultation meetings with relevant and stakeholders as required
4. Provide inputs and comments on methodology, reports, findings, and final documents.
5. Release budget as per agreed payment schedules

## **Financial Proposal**

The consultant must submit a financial proposal that includes all associated costs, consulting rate etc. Payment will be done according to Habitat Nepal payment practices.

*Note: Please be informed that Habitat Nepal will withhold applicable Tax Deduction at Source (TDS).*

## **Qualification and experiences required**

Habitat Nepal wishes to have the following profiles for the interested consultants:

- At least 3 years of work in advocacy strategy development on related issues.
- Knowledge on land and housing issues,
- Knowledge of advocacy of a team member is highly desired.
- Experience working in/working with the development sector.
- Proven facilitation and writing skills.

## **ETHICAL PROTOCOLS**

Throughout the assignment engagements, the consultant is expected to adhere to Habitat Nepal code of conduct including the safeguarding policy ensuring that all measures are taken to protect the rights, safety, and welfare of the individuals and communities involved.

## **DOCUMENTS REQUIRED**

- Technical and Financial proposal – maximum of 3 pages
- Firm/company profile with a list of past clients in related assessment
- A copy of firm/company registration certificate
- A copy of PAN/VAT registration certificate
- A copy of tax clearance certificate of most recent fiscal year
- For individual consultant (submit CV, PAN, citizenship copy)

## **Queries on TOR**

- In case of any confusion or clarification in this TOR, the consultant can send their issues at [info@habitatnepal.org](mailto:info@habitatnepal.org)

