RAINFOREST FOUNDATION UK
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Appendix 1: Clarifications and Additional Information for Applicants related to Consultancy to support the development of an Accountability Framework and Grievance and Redress Mechanism for the Kivu-Kinshasa Green Corridor

The following clarifications have been provided in response to questions received from prospective applicants. These form part of the Terms of Reference and should be considered when preparing proposals.

Please also check the updated Terms of Reference which includes some additional changes.

1. Level of Effort and Assignment Duration

The consultancy is expected to require approximately 60 days of input across the full assignment. Applicants should note that this figure is indicative and proposals requiring a different level of effort may be considered where appropriately justified.

It is not possible to confirm a precise end date at this stage. The work is dependent on several factors, including partner coordination, stakeholder consultations, and field engagement processes. The final methodology, division of responsibilities, and implementation timeline will be agreed with APEM and other members of the Independent Committee following consultant selection.

2. Budget and Financial Proposal

No indicative budget ceiling or daily rate range has been established for this assignment.

Applicants may submit financial proposals in either GBP (£) or USD ($). Financial proposals should be fully costed and inclusive of all applicable taxes, fees, and expenses.

3. Pilot Activities and Learning from Existing Mechanisms

Applicants should note that references in the Terms of Reference to refining outputs based on "pilot experience" were included in error and will be corrected.

The consultancy is not expected to design or implement a pilot programme. Instead, the assignment should draw lessons from existing grievance and redress mechanisms through a combination of:

- Desk-based research;
- Remote stakeholder consultations; and

- Selected field visits.

APEM will be responsible for organising field visits and has separate funding allocated for these activities. The detailed methodology and work plan will be developed collaboratively following consultant appointment.

4. Conflicts of Interest

Applicants who have previously worked with members of the Independent Committee or related organisations should disclose any actual, potential, or perceived conflicts of interest within their proposal.

Any potential conflicts will be assessed on a case-by-case basis by RFUK and the Independent Committee, taking account of the nature of the relationship and its relevance to the assignment.

5. Expected Use of Consultancy Outputs

The Participatory Governance and Accountability Framework manuals are intended to provide practical guidance for governance arrangements within the Kivu-Kinshasa Green Corridor. RFUK and the other members of the Independent Committee have been mandated by the Government, through the Public-Private Partnership (PPP) with Virunga, to develop these governance tools.

The related study on the feasibility of a certification scheme is currently intended as an exploratory exercise and should be approached accordingly.

6. Integration with Existing ForestLink Systems

Applicants asked whether the proposed Grievance and Redress Mechanism (GRM) should be integrated with the ForestLink platform currently used by RFUK for community reporting and alerts.

At this stage, no decision has been taken regarding the use of ForestLink within either the Tier 1 or Tier 2 mechanisms. Integration with ForestLink remains one of several possible options that should be considered as part of the consultancy.

Consultants are therefore expected to assess alternative approaches and provide recommendations, including the advantages, disadvantages, and operational implications of different system architectures and reporting models.

7. Customary and Statutory Grievance Resolution Mechanisms

As part of the legal and institutional analysis, the consultancy should consider the relationship between statutory grievance processes and customary or traditional dispute resolution mechanisms.

The Framework is expected to recognise that different categories of complaints may be most appropriately addressed through different channels. Consultants should therefore consider developing a typology of complaint types and identifying the most suitable resolution pathway

for each, whether through legal, customary, administrative, community-based, or other mechanisms.

8. Independence and Mandate of the Tier 2 Mechanism

The Independent Committee envisages that the Tier 2 grievance mechanism will operate with a high degree of independence.

A core aspect of the consultancy will be to define the mandate and scope of the mechanism in relation to other existing accountability systems, including judicial processes and donor-funded grievance mechanisms.

It is anticipated that the Tier 2 mechanism will primarily:

- Address complaints escalated from Tier 1 mechanisms;
- Address complaints relating to the governance and management of the Green Corridor itself; and
- Establish clear procedures for referring complaints that fall outside its mandate to the appropriate authorities or institutions.

9. Final Methodology and Timeline

While the consultant is expected to submit a methodological note as part of the proposal, the final methodology, timeline, outputs and division of tasks for both the Accountability Framework and Participatory Governance manuals will be agreed between the consultant, RFUK, APEM and the Independent Committee.

10. Funding of Future Roll-out and Implementation Activities

The consultancy is expected to develop recommendations, standards, tools, and implementation approaches for project-level and landscape-level grievance mechanisms.

However, applicants should assume that any future implementation activities, including piloting, local-language production of materials, printing, capacity building, and training of community monitors, would be subject to separate operational planning and budgeting. The primary purpose of this consultancy is to design the framework and associated tools rather than deliver large-scale implementation activities.

Applicants should nevertheless identify key implementation considerations, resource requirements, and indicative cost implications as relevant to their proposed methodology.