

REQUEST FOR PROPOSAL

**Engagement of Strategic Grantees  
(NGOs/CSOs/CBOs) in selected focus  
landscape under the Seventh  
Operational Phase of the Small Grants  
Programme in India**



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## List of Abbreviations

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BD	Biodiversity
CBOs	Community-Based Organizations
CCM	Climate Change Mitigation
CSOs	Civil Society Organizations
CV	Curriculum Vitae
EE	Energy Efficient
FCRA	Foreign Contribution (Regulation) Act
GEF	Global Environment Facility
GHG	Green House Gas
ha	Hectares
NHI	National Host Institution
IP	Implementing Partner
ISO	International Organization for Standardization
IT	Income Tax
LD	Land Degradation
MOEF&CC	Ministry of Environment Forest and Climate Change, Government of India
NITI Aayog	National Institute for Transforming India Aayog
NGO	Non-Government Organisation
NSC	National Steering Committee
NTFPs	Non-forest Timber Products
OP	Operational Phase
PBRs	People's Biodiversity Registers
QCBS	Quality- and Cost-Based Selection
RAC	Regional Advisory Committee
RE	Renewable Energy
RFP	Request for Proposal
SDG	Sustainable Development Goals
SGP	Small Grants Programme
SHGs	Self-Help Groups
SLM	Sustainable Land Management
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TERI	The Energy and Resources Institute
ToR	Terms of Reference
UCP	Upgraded Country Programme
UN Agency	United Nations Agency
UNDP	United Nations Development Programme

## Solicitation of Proposal

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Small Grants Programme  
Central Project Management Unit  
The Energy and Resources Institute  
India Habitat Centre, Lodhi Road  
New Delhi -110003

Subject: **Request for Proposal (RFP) for Engagement of Strategic Grantees (NGOs/CSOs/CBOs) in selected focus landscape under the Seventh Operational Phase of the Small Grants Programme (SGP) in India**

Dear Madam/ Sir,

1. You are hereby requested to submit a Proposal for Engagement of Strategic Grantees in selected focus landscape Northeast/Central Semi-arid/Indian Coast under the Seventh Operational Phase of Small Grants Programme in India.
2. It is made specifically clear that the proposal submitted by you may be treated as base for contract between TERI and your organization. In case of selection of your organization, you will be required to execute an agreement with TERI. Such agreement will include entire General Terms and Conditions applicable in the office of TERI for the purpose of hiring and procuring of services in terms of Annexure-VI.
3. To facilitate submission of referred proposal, please find enclosed below mentioned attachments:
  - a) Annex I : Terms of Reference (ToR), containing eligibility criteria, objectives, deliverables, timelines and payment schedule.
  - b) Annex II : Project Brief
  - c) Annex III : Form for Submitting Technical Proposal
  - d) Annex IV : Form for Submitting Financial Proposal
  - e) Annex V : Evaluation and Selection of Applicants
  - f) Annex VI : General Terms and Conditions for the Contract
4. This RFP is not to be construed in any way as an offer to contract with your organization/institution.
5. One organization will be eligible to apply for only one focus landscape.
6. The proposal should be prepared in English.
7. Proposals may be submitted on or before the deadline (i.e., within 15 days from the date of

publication of this RFP). Terms and Condition of your Proposal shall remain and binding upon you for a minimum period of ninety (90) days. You are requested to ensure that your proposal is submitted well before the deadline. It should also be ensured that proposal must be substantiated and documented with necessary documents and certificates duly self-attested in the pdf format. The financial proposal must be password protected.

8. The Proposal that complies with all the requirements, which achieves maximum marks on technical evaluation criteria and offers the best value for money shall be considered for selection and award of contractual work. Any offer that does not meet the requirements shall be rejected.
9. Please be advised that TERI/ SGP-OP7 is not bound to accept any Proposal, nor award a contract, not be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.
10. The decision of the National Steering Committee of SGP-OP7 on selection of the strategic grantees will be final.

Thank you and we are anticipating on obtaining your proposal.

Yours sincerely,

Manish Kumar Pandey  
National Coordinator  
SGP-OP7, India



## Proposal Submission Process

Name of the Client	The Energy and Resources Institute
Name of the Assignment	<b>Request for Proposal (RFP) for Engagement of Strategic Grantees in selected focus landscape under the Seventh Operational Phase of the Small Grants Program in India</b>
Mode of Tender Notification	Websites of SGP India, TERI, UNDP, MoEF&CC, National and Local Newspapers
Date of Publication	26 July 2022
Email for seeking Clarifications/Queries	<a href="mailto:sgpindia@teri.res.in">sgpindia@teri.res.in</a>
Last date for seeking Clarifications / Queries	31 July 2022
Mode of sending Technical & Financial Proposals	In two separate PDF files (technical and financial) be sent through Email <a href="mailto:sgpindia@teri.res.in">sgpindia@teri.res.in</a>
Last Date & Time for receiving Technical & Financial Proposals	10 August 2022, 18:00 HRS (IST)
Documents to be submitted	
• Technical Proposal	One single PDF up to 5MB
• Financial Proposal	One single PDF up to 5 MB, Password protected
• Supporting Documents (for technical & financial proposal)	Zip file
• Date for Opening of Technical Proposal	12 August 2022

# **1 Annexure–I Terms of Reference (ToR) for Engagement of Strategic Grantees in selected focus landscape under the Seventh Operational Phase of the Small Grants Programme in India (SGP-OP7)**

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## **1.1 Background**

The GEF Small Grants Programme (SGP) has been operating in India for more than 25 years for strengthening the capacities of local communities in delivering mutually beneficial conservation and socio-economic outcomes, particularly involving vulnerable and marginalized groups.

Under the overall guidance of Ministry of Environment, Forest and Climate Change (MoEF&CC) and United Nations Development Programme (UNDP), The Energy and Resources Institute (TERI) is implementing the GEF Seventh Operational Phase of the Small Grants Programme (SGP-OP7) in India.

The Programme aims to enable communities and organization to take collective action for socio-ecological resilience and sustainable livelihoods for local and global environmental benefits. It will provide financial and technical support to local communities, non- government organizations (NGOs), community-based organizations (CBOs) and civil society organization (CSOs) mostly in poor and often remote areas for initiatives that conserve and restore the environment while enhancing people's livelihoods and well-being.

The project is being implemented in three landscapes of the country –

- a) Highlands of the North-East (Assam - Baksa, Barpeta, Bongaigaon, Darrang, Dhubri, Kokrajhar, Nalbari and Udalguri; Meghalaya –East Khasi Hills, Ri Bhoi, and West Khasi Hills)
- b) Central India – (Madhya Pradesh – Barwani, Chhatarpur and Damoh) and
- c) Coastal regions (Tamil Nadu –Ramanathapuram and Virudhunagar, Maharashtra – Ratnagiri and Sindhudurg)

The project brief is provided as Annexure II.

## **1.2 Objectives of this assignment**

The objectives of the assignment are as follows:

- i. To coordinate with relevant stakeholders (CBOs, State, District and Block administration, line departments, elected representatives, local communities, academia, public and private

corporates and entrepreneurs) to ensure achievement of the expected outcomes (Annexure II) under Small Grants Programme (SGP-OP7) in the focus landscape North-East/Central Semi-arid/Indian Coast.

- ii. To conduct baseline assessments for the landscape, review and update comprehensive landscape strategy for the implementation phase of the project in consultation with relevant stakeholders.
- iii. To provide technical guidance and build capacities of community-based organizations (CBOs) for the development of proposals and implementation of small grant projects; and to establish linkages of CBOs with other enabling partners to ensure the expected outcomes of the SGP-OP7.
- iv. Facilitate linkages with public and private sector to generate additional resources as co-funding for community grantees.
- v. Support establishment of market linkages including certification, labelling/branding of community-based products.
- vi. Monitor and evaluate activities undertaken by community grantees (funded under the project) in the focus landscape to achieve the desired outputs.
- vii. Estimate and quantify the pressure on natural resources in pre project scenario and reduced pressure on natural resources in post project scenario based on the expected outcomes of the SGP.
- viii. Prepare monthly, quarterly progress reports and present to National Host Institution (NHI) on regular basis.
- ix. Identify best practices from the community grant projects for upscaling; and document the same for knowledge dissemination and information sharing.
- x. Reporting, documentation of the project success, achievements, learnings and submit report to the NHI.

### **1.3 Specific Tasks and Responsibilities**

#### **1.3.1 Planning phase**

- Conducting Situation analysis and baseline assessment of the landscape based on meetings with all relevant stakeholders including local communities, state government and

departments, regional/local NGOs, CSOs and CBOs in the landscape. This will include analysis of sectors such as environment, forests and wildlife, agriculture, energy, water, tourism, rural development, tribal welfare etc. to assess the degree of vulnerability and its ecological & socio-economic impact

- Update the landscape strategy for implementation of the project. This will include devising guidance note and action plan for identification of small grants projects based on the baseline assessments
- Assess the potential for implementation of projects in the domain of biodiversity conservation, sustainable land management, agroecology, climate change adaptation with consideration to the local climate, resource, technical feasibility, market linkage potential and finally recommend landscape specific project interventions
- Map all existing relevant schemes of government departments for conservation, sustainable natural resource use, climate change adaptation and sustainable land management to facilitate convergence at the district level to ensure achievement of expected outcomes of SGP-OP7
- Prepare a Roster of Experts (including complete contact details) who can provide technical guidance to community grantees as and when required
- Develop business plan for upscaling of proven community level projects including low emission renewable energy and energy efficiency solutions

### 1.3.2 Implementation Phase

- Support dissemination of information in the focused landscape about Small Grants Programme
- Support NHI in responding to queries and clarifications raised by CBOs and other forums, media on community grants (if any)
- Provide technical support to the community-based organizations in the project landscapes for developing grant proposals in the areas of biodiversity conservation, sustainable land management, agroecology, climate change adaptation and mitigation etc.
- Assist the NHI in conducting Regional Advisory Committee Meetings (RAC), midterm reviews, annual reviews, end term review and other meetings as and when required
- Build capacities of the selected grantees and local self-government institutions, for effective

implementation of projects and achievement of expected outcomes of SGP-OP7 (Annexure II). This will include conducting customized capacity building programmes on biodiversity conservation, sustainable natural resource management, alternate livelihoods, human-wildlife management, restoration-rehabilitation of degraded ecosystems, energy efficiency and application of technologies for promoting renewable energy

- Support Community grantees for establishment of market linkages including certification, labelling/branding of community-based products & services and access market channels as appropriate
- Liaison with different stakeholders- Corporate/Foundations/Government Departments to leverage co-finance for the implementation of the projects under SGP-OP7 in the focus landscape

### 1.3.3 Monitoring and Evaluation

- Conduct monitoring and evaluation of the community grant projects in the landscape and ensure that expected outputs are achieved within the given timelines
- Submit monitoring report periodically (once in each quarter) on outcomes achieved under different projects to the NHI. This will be based on the Result Based Monitoring Framework to be shared by NHI
- Estimate and quantify the pressure on natural resources in pre project scenario and quantify reduced pressure on natural resources in post project scenario based on the expected outcomes of the SGP

### 1.3.4 Knowledge Management

- Consolidate achievements/results from all community grant projects and report with case studies (at least 10 case studies/video documentation) highlighting pre and post intervention impacts
- Develop knowledge products (30) for information sharing and knowledge dissemination through different platforms
- Support the NGOs/CSOs/CBOs during participation in exhibitions, promotions, etc.
- Identify best practices under different ongoing projects and facilitate learning and knowledge exchange

## 1.4 Deliverables, Timelines and Payment Schedule

**Table 1** Deliverables, Timelines and Payment Schedule

S.No	Deliverables	Timeline	Payment Schedule
1	After signing of Agreement with Grantee and submission of Work Plan	2 weeks from signing of the contract	5%
2	Submission and Approval of Updated Landscape Strategy	Within 30 days of signing of Contract	10%
3	On Acceptance of Capacity Building and Training modules developed for the CSOs/NGOs on proposal development for accessing small grants (within 4 weeks)  On Acceptance of Report on Training and Capacity Building Workshops (at least 2 training workshops) for local communities and NGOs/ CSOs/CBOs on proposal development for accessing the small grants	Within 2 months of signing of the contract	10%
4	On Acceptance of Summary of progress report on community projects being implemented as per landscape strategy  On Acceptance of Report on Training and Capacity Building Workshops (at least 4 training workshops covering different themes) for local communities and NGOs/ CSOs/CBOs on implementation, monitoring and evaluation of small grants projects  On Acceptance of Report on handholding support provided to the Grantees for overall implementation of the project. This will include support provided for establishment of market linkages for the grantees including certification, labelling/branding of community level products and access to market channels, technical assistance for	Within 12 months of issue of the contract	10%

S.No	Deliverables	Timeline	Payment Schedule
	renewable energy and energy efficiency projects		
5	<p>On Acceptance of summary of progress report on Community projects implemented and outcomes achieved as per project results framework (Annexure II) following the landscape strategy</p> <p>On Acceptance of Report on Training and Capacity Building Workshops (at least 6 training workshops covering different themes) for local communities and NGOs/ CSOs/CBOs on implementation, monitoring and evaluation of the small grants projects</p>	Within 18 months of signing of the contract	15%
6	<p>On Acceptance of summary of progress report on Community projects implemented and outcomes achieved as per project results framework (Annexure II) following the landscape strategy</p> <p>On Acceptance of Report on Training and Capacity Building Workshops (at least 6 training workshops covering different themes) for local communities and NGOs/ CSOs/CBOs on proposal development for accessing small grants, implementation, monitoring and evaluation of the small grants projects</p>	Within 36 months of signing of the contract	20%
7	<p>On Acceptance of summary of progress report on Community projects implemented and outcomes achieved as per project results framework (Annexure II) following the landscape strategy</p> <p>Report on Training and Capacity Building Workshops (at least 6 training workshops covering different themes) for local communities and NGOs/ CSOs/CBOs on proposal development for accessing small grants, implementation, monitoring and evaluation of the small grants projects</p>	Within 48 months of signing of the contract	20%

S.No	Deliverables	Timeline	Payment Schedule
8	Acceptance of Final Report along with documentation of best practices in the form of case studies/video documentation	End of the project period	10%

Note:

- The invoice will be submitted after submission/completion of deliverables as given in the table above
- TERI shall process the payment after receipt of the invoice and completion of the deliverables
- Payment will be made after approval of competent authority
- Work schedules shall be adhered and shall not be affected due to payment related process
- GST will be paid extra as applicable by Government of India and should be clearly spelt out in the financial proposal
- No extra amount shall be paid on any ground whatsoever

## 1.5 Eligibility Criteria

### 1.5.1 Registration

- 1) The NGO/CSO/CBO should be registered as a trust/society in India. The organization must have a minimum of 15 years of experience. Registration documents of the NGO to be submitted.
- 2) The vision/ purpose/ mandate/ mission, which drives the organization, to be submitted. The aims and objectives must not in any way be in conflict with the objectives of the SGP Project.
- 3) Last 3 years returns of IT (mandatory) and FCRA (if applicable) to be submitted.
- 4) The organization does not use any donations raised through the project for political or religious activities or programmes. An affidavit from the organization to be submitted.
- 5) Latest Annual Report to be submitted.



### 1.5.2 Organizational Experience

- 1) NGO should have signed up in the DARPAN portal of NITI Aayog and should have a valid unique ID with updated details.
- 2) The organization must have at least 15 years of experience working on community-based programmes in the field of environment, climate change, biodiversity conservation, land degradation neutrality & sustainable development in different agro-climatic zones and subject areas mentioned in the project brief (Annexure 2).
- 3) The organization should have undertaken at least 3 projects in the focus landscape of value more than or equivalent to INR 30 lakhs in the last 5 financial years ending at FY 2021-22.
- 4) The organization should have presence in focus landscape i.e., North-East (Assam and Meghalaya) / Central Semi-arid (Madhya Pradesh) / Indian Coast (Maharashtra and Tamil Nadu). (Proof of the office in focus landscape/ respective State to be submitted).
- 5) The organization should have experience of working closely with the government in the focused landscape. List of such projects of value more than or equivalent to INR 30 lakhs in the last 5 financial years ending at FY 2021-22 should be submitted.
- 6) The organization should not have been in any ineligible list by any Government or UN agency in the past. (Confirmation from the NGO to be submitted.)

### 1.5.3 Financial Capacity:

The Applicant Organization shall have received a minimum of INR 5 (five) Crores per annum from project grants during each of the 3 (three) financial years preceding the Proposal Due Date. For the avoidance of doubt, project grants hereunder refer to fees received by the applicant organization for providing advisory or consultancy services as well as implementation of project activities. Organization must provide CA certified provisional financial statements for last 3 years.

### 1.5.4 Availability of Key Professionals:

The Organization must have professionals having adequate experience and expertise in thematic areas and project management for this assignment. Organization should make available all Key

Professionals meeting the requirements of the project as given in the table 2. Detailed and duly verified CVs of such professionals should be provided as per the format given in Annexure III, form III. Each of the key professional must fulfil the Conditions of Eligibility specified in Table 2.

**Table 2** Conditions of Eligibility of Key Professionals

S.No	Expert	Educational Qualification	Professional Experience	Relevant Work/ Project Experience
1	Team Lead	An advanced university degree (Master's degree or equivalent) in an environmental discipline, political/social science, social affairs or related subjects.	+15 years	Experience of handling 5 or more projects in the thematic areas as Team Leader. She/he should have work experience of minimum 15 years in areas of Biodiversity, Land degradation and Climate Change or related Fields.
2	Biodiversity and Land degradation Expert – Team Member	Master's in Forestry/ Environment Management/Environment Sciences/Botany/Zoology and related subjects with progressive experience in forest and biodiversity conservation.	+5 years	She/He should have undertaken at least 2 (two) assignments related to biodiversity conservation, habitat ecology, forest management, forest protection, soil water conservation. Previous work experience in the selected landscape will be preferred.
3	Climate Change and Energy Expert – Team Member	M.Tech/Master's in engineering with Environment/ Environmental specialization with relevant experience in climate change modelling	+5 years	She/He should have undertaken at least 2 (two) assignments on climate change, data analysis, implementation of climate adaptation /mitigation projects in India. Previous work experience in the selected landscape will be preferred.
4	Community Development Expert – Team Member	Masters in Sociology/Rural Development/Sustainable Development or related fields	+5 years	She/He should have undertaken at least 2 (two) assignments on community-based projects. Previous work experience in the selected landscape will be preferred.





## Project Brief

### **Seventh Operational Phase of the GEF Small Grants Programme in India**

## 2.1 Background

The Ministry of Environment, Forest and Climate Change, Government of India, in collaboration with UNDP and TERI is implementing **GEF Seventh Operational Phase of the Small Grants Programme in India (SGP-OP7)**. The project aims to build capacities of local communities to take collective action for conservation and sustainable development thereby generating global environmental benefits.

## 2.2 Project Description

Nodal Partner- Ministry of Environment, Forest and Climate Change, Government of India

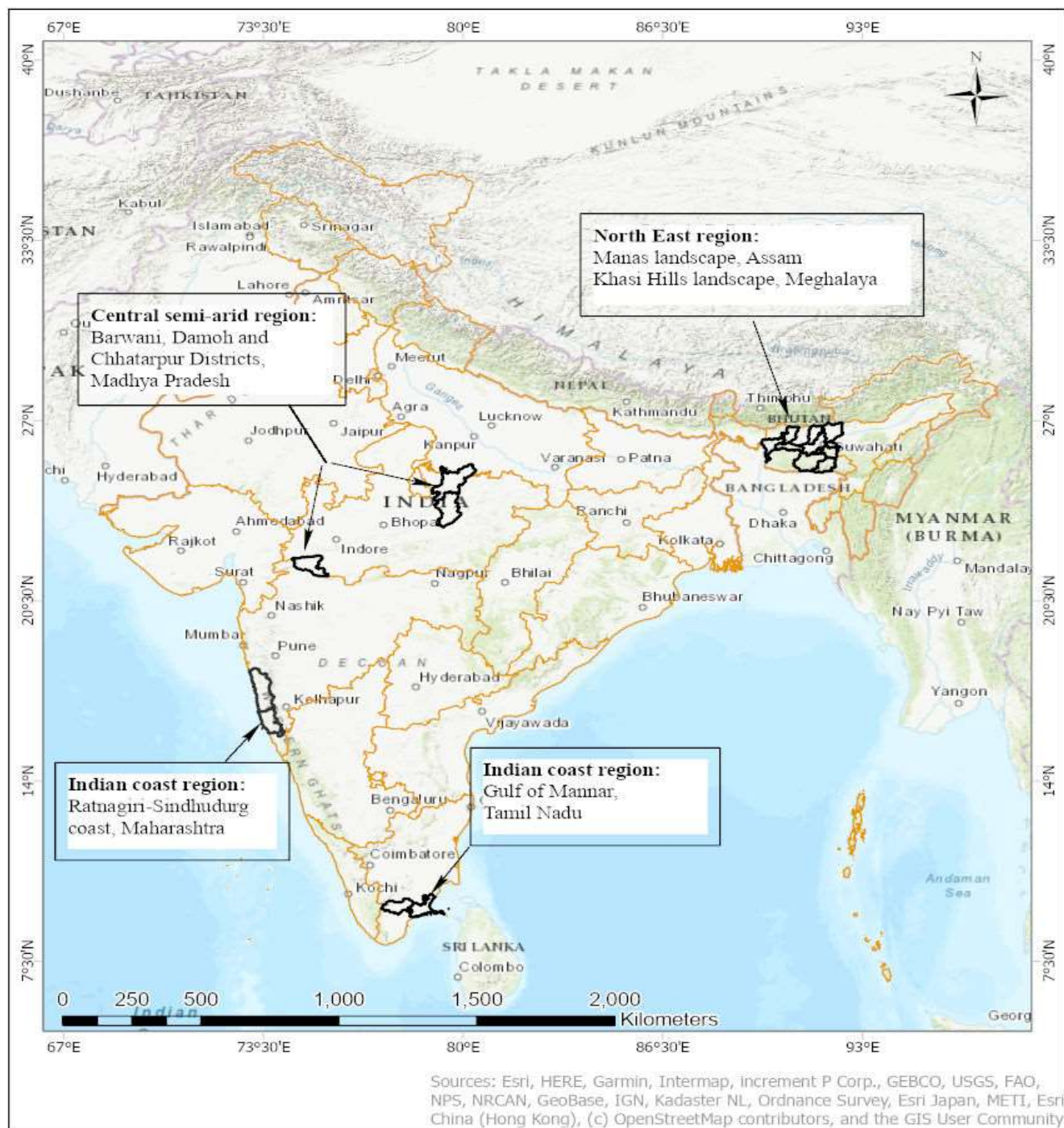
Implementing Agency- United Nations Development Programme

National Host Institution/ Project Executing Entity/Implementing Partner- The Energy and Resources Institute

## 2.3 Development Challenge

India accounts for 2.4% of the world's total surface area and 16.7% of the world's population. The country has diverse agroclimatic areas extending from the Himalayan peaks in the north, through the arid and semi-arid central region, to tropical rain forests in the south and a long coastline of 7,517 km. Nearly 700 million rural people directly depend upon climate-sensitive sectors (agriculture, forests and fisheries) and natural resources for their sustenance and livelihoods. The GEF Small Grants Programme (SGP) has been operating in India for more than 25 years on strengthening the capacities of local communities in delivering the mutually beneficial conservation and socioeconomic outcomes, particularly involving vulnerable and marginalized groups.

Starting at the fifth operational phase (OP5) of the SGP in 2012, India was included in the Upgraded Country Programme (UCP). Responding to lessons learned during OP5, the design of the full-size OP7 project is focused on three regions in the country: (a) Highlands of the North-East, (b) Central India and (c) Coastal regions, as shown below on the country map in Figure 1.



**Figure 1** Country map showing target regions with districts for SGP-OP7 Project

**Table 3** Indicating the target regions with districts for SGP OP7 Project

Region	State	Intervention Landscape District
Central semi-arid	Madhya Pradesh	Barwani
		Chhatarpur
		Damoh
Indian Coast	Maharashtra	Ratnagiri
		Sindhudurg
	Tamil Nadu	Ramanathapuram
		Virudhunagar
North-East	Assam	Baksa
		Barpeta
		Bongaigaon
		Darrang
		Dhubri
		Kokrajhar
		Nalbari
		Udalguri
	Meghalaya	East Khasi Hills
		West Khasi Hills
		Ri Bhoi

**Region 1:** North-East region of India: North-East India is the homeland of many tribes that constitute around 12% of the total tribal population of India. This region comprising of eight states – Assam, Meghalaya, Nagaland, Manipur, Arunachal Pradesh, Mizoram, Tripura and Sikkim – is poorly connected to the Indian mainland and shares an international border with Bhutan, Myanmar, Bangladesh and China.

The North-East India lies in an ecologically fragile, biologically rich region with vulnerable ecosystem and biophysical characteristics. Parts of Assam and Meghalaya are part of the Indo-Burma global biodiversity hotspots. There are several key biodiversity areas in the region, including the Manas National Park, which is situated at the northern edge of the state of Assam, bordering the Kingdom of



Bhutan. Natural resources in the region are being exploited and manipulated in different ways. The North-East region did not benefit much from the green revolution and other agri- promotional plans of the government, which led to significant socio-economic upliftment to many other parts of the country. Approximately half a million families in the region are dependent on shifting or slash and burn agriculture, locally referred to as jhum cultivation. The total area affected by jhum cultivation has been increasing, which makes ecosystem more complex leading to soil infertility, soil erosion, land degradation and flash floods. The poverty is aggravated by lack of skills and livelihood opportunities among the poor. Unemployment in the region is high with 40% of the youth falling under the unemployment category. Lack of skills and opportunities are the key reasons for the unemployment.

**Region 2:** Indian Coast: According to the 2011 Census, 17% of the total population in India belongs to the 66 coastal districts of the 9 coastal states. Indian coasts are under threat due to multiple stressors like climate change and anthropogenic activities driving vulnerabilities such as sea level rise, coastal erosion, frequent extreme events, and saltwater encroachment. India is vulnerable in varying degrees, to natural disasters. The Indian subcontinent with a long coastline of 8,041 km is exposed to nearly 10 per cent of the world's tropical cyclones. Climate change issues are of major concern for coastal regions of India mainly because of the vulnerability of poor to climate change and because of large spatial and temporal variations in the climate. From 1990s, the coastal agrarian economy has encountered a range of problems brought on by a complex set of factors, the roots of which have frequently been located beyond the coast itself. In agriculture and fisheries, productivity has remained static or even declined. Fragmentation of landholdings, increased size and efficiency of fishing fleets, increasing urbanization and growing population pressure reduced effective yields from the land and from the sea.

Thousands of hectares of mangrove forests along Indian coasts have been reclaimed for the purposes of agriculture, industry and urban development. Mangrove areas have been used for discharge of industrial effluents, sewage and garbage etc. Urbanization and coastal development have created significant pressures on the coastal areas. Degradation of coastal ecosystems has negative implications for coastal communities that are dependent on the ecosystems for their livelihoods.

Marine litter is also a growing challenge for Indian coastal and marine ecosystems, especially in the East Coast Region. Marine litter includes any form of anthropogenic manufactured or processed materials discarded, disposed of, or abandoned in the marine environment, either deliberately or



unintentionally, and may be transported to the ocean by rivers, drainage, sewage systems or by wind. At sea, plastic materials, for example, slowly and do not readily mineralize; instead, they break down into ever-smaller fragments over time, which persist in the marine environment.

**Region 3:** Central India. The states of Madhya Pradesh and Chhattisgarh lie in the Central Indian region. The region faces serious challenges due to lack of food security and economic opportunity for the many people who live there. Low productivity of lands and small land holdings have led to high levels of unemployment, increasing the vulnerability of the region. Under current agricultural practices, many dryland farmers are unable to earn a year-round livelihood. For the pastoralists or the goat/cattle keepers, water-scarcity, feed-scarcity, disease in animals, etc. are some of the major problems. Reducing pasture lands and common grazing lands create further pressure on the land.

Biodiversity and food security are directly related. An inter-cropped, traditional variety of crop has much more chances of surviving a bad and erratic monsoon and allows the farmer to be secure in basic food needs. Crop diversification and intercropping systems are a means to reduce the risk of crop failure due to adverse weather events, crop pest or insect attacks. Arid and semi-arid regions are expected to undergo significant climate changes. Adverse weather, in the form of prolonged dry-spells or delayed rainfall have considerable negative effects on the harvest yield and impact the lives of the people much harder. These are shocks that affect everyone in the local environment and are therefore harder to diversify locally.

**Selection of Intervention Landscapes.** The selected intervention landscapes for focused interventions in the three target regions were selected based on the following criteria: (1) high socioeconomic vulnerability, (2) biodiversity values, (3) vulnerability to climate change and (4) land/coastal zone degradation conditions. Selection of intervention landscapes was confirmed during the project preparation phase through consultations with the MoEF&CC and other stakeholders.

## 2.4 Strategy

The project objective is “to enable communities and organizations to take collective action for socio-ecological resilience and sustainable livelihoods for local and global environmental benefits in three key landscapes of globally significant ecosystems in India”.

The project strategy as the GEF alternative aimed at addressing the issues outlined above is classified into the following seven outcomes distributed across three mutually supportive components:

- Component 1 : Resilient landscapes for sustainable development and global environmental benefits
  - Outcome1 : Ecosystem services enhanced through improved community-led land-use practices and systems
  - Outcome 2 : Improved sustainability and productivity of agroecological systems through community-based initiatives
  - Outcome 3 : Appropriate low emission, efficient and clean technologies adopted at scale
  - Component2 : Enhancing sustainability through participatory planning and governance and replication and upscaling of best practices
  - Outcome 4 : Community institutions strengthened for improved governance of intervention landscapes to enhance socio-ecological resilience
  - Outcome 5 : Enhanced organizational, technological, financial and entrepreneurial skills of community-based organisations through trainings and access to microcredit
  - Outcome 6 : Capacities and systems strengthened to enable effective knowledge sharing and replication of successful resource management or technology application models
  - Component 3 : Monitoring and evaluation
  - Outcome 7 : Sustainability of project results through participatory monitoring and evaluation
- Incremental cost reasoning- GEF incremental funding and co-financing will be

applied to overcome the barriers and further strengthen the positive experiences under the components mentioned above and to add value, where appropriate and possible, to existing initiatives by the government, civil society, the private sector and bilateral and multilateral donors. A summary of the project incremental reasoning is presented below in Table 4.

**Table 4** Summary of project incremental reasoning

Baseline scenario	Summary of GEF scenario	Increment
Various government programmes and schemes provide support for integrated interventions to improve the socioecological conditions of local communities, including those in vulnerable and lesser developed districts.	Ecosystem services enhanced through community-led landscape governance and management.  Strengthening community based natural resource management and insertion into sustainable value chains.  Appropriate low cost, efficient and clean technologies adopted by the communities to sustainably address concerns related to climate mitigation, adaptation and waste management.	Enhanced ecosystem resilience and improved access to ecosystem services based on an integrated landscape management approach, community driven projects and linkages to relevant programmes and schemes, leading to co- benefits such as improved adaptive capacity, food security and poverty reduction.
Limited availability of successful technologies in areas of climate smart agriculture, low cost RE options and waste management.		Reduction in GHG emissions and improved access to energy from low-cost green technologies.
Limited capacities of local governance bodies and communities to access suitable technologies and financial resources.	Capacities and systems strengthened to enable effective knowledge sharing and replication of successful models.  Enhanced organizational, technological, financial and entrepreneurial skills of communities and organizations through training and access to microcredit facilities.	Self-sustaining communities undertake eco-friendly measures for reduced GHG emissions and socio-ecological resilience.
General absence of experience sharing platforms to disseminate and share lessons and experiences of good practices.		Direct outreach to communities and local government bodies for dissemination and experience sharing of technologies and good practices.

**Component 1.** Community projects will be supported according to the three GEF focal areas of Biodiversity (BD), Climate Change Mitigation (CCM) and Land Degradation (LD). The project's landscape approach provides an ecological and socio-economic framework for participating in biodiversity conservation initiatives, whether through community conserved areas or collaborative management of existing protected areas, sustainable harvest of non-forest timber products (NTFPs) or sustainable use of agrobiodiversity. Maintenance and enhancement of plant and animal genetic diversity is critical to long-term food security at local, national and international levels. Earlier SGP support on crop genetic diversity conservation has generated important experience and knowledge regarding social, economic and cultural values underpinning sustained use of unique genetic resources. Food security and adaptation to climate change are two important incentives for farmers to conserve agrobiodiversity through ongoing sustainable use. Insertion into sustainable supply/value chains will be facilitated through certification of different kinds, e.g., fair trade, organic, etc.

Maintaining traditional knowledge in the field of biodiversity conservation, including among scheduled tribal populations, is an important entry point for the SGP. Projects on documenting and recording traditional knowledge, e.g., through facilitating People's Biodiversity Registers (PBRs) in consultation with the Biodiversity Management Committees, are envisaged during OP7. The project will complement other ongoing bilateral/multilateral/government programs in the area of sustainable agriculture & land and forest restoration or rehabilitation, generating synergies that add incremental value. The geographic areas of intervention focus on vulnerable and lesser developed districts, drought-prone districts and areas of globally significant biodiversity and important agrobiodiversity hotspots. The land degradation focal area also covers mangroves and other coastal ecosystems. Projects on mangrove restoration are expected in the Indian Coast target region, including the intervention landscapes in the Gulf of Mannar and the Ratnagiri-Sindhudurg coast. Interventions focused on reducing marine litter, e.g., through local recycling/reuse programs will be considered in the Indian Coast region, as well, as this is an emerging problem across India.

Activities under Component 1 are also designed to strengthen capacities for community level Renewable Energy (RE) and Energy Efficient (EE) solutions, including for productive uses. The project will focus on demonstrating innovative technologies, for example, including solar cookers, dryers, pumps, lighting systems, etc., as well as the broader adoption of successful technology applications that were developed and demonstrated in previous SGP supported projects. Business

models will be developed and demonstrated by linking self-help groups and community organizations with local banks and other financial institutions. The intervention will focus on creating awareness and mobilizing communities into action-based projects (e.g., biogas units) to establish systems for reduced carbon emissions.

**Component 2** focuses on facilitating participatory, multi-stakeholder governance across the intervention landscapes. Participatory landscape strategies will be developed for the intervention landscapes based upon the results obtained through participatory socio-ecological resilience assessments. An integrated landscape management approach to enhance social and ecological resilience will be followed through support to community initiatives that enhance the sustainability and productivity of agroecosystems, through innovation of practices that improve adaptive capacities, land use planning, value addition of products, development of market linkages and access to markets, e-marketing and branding.

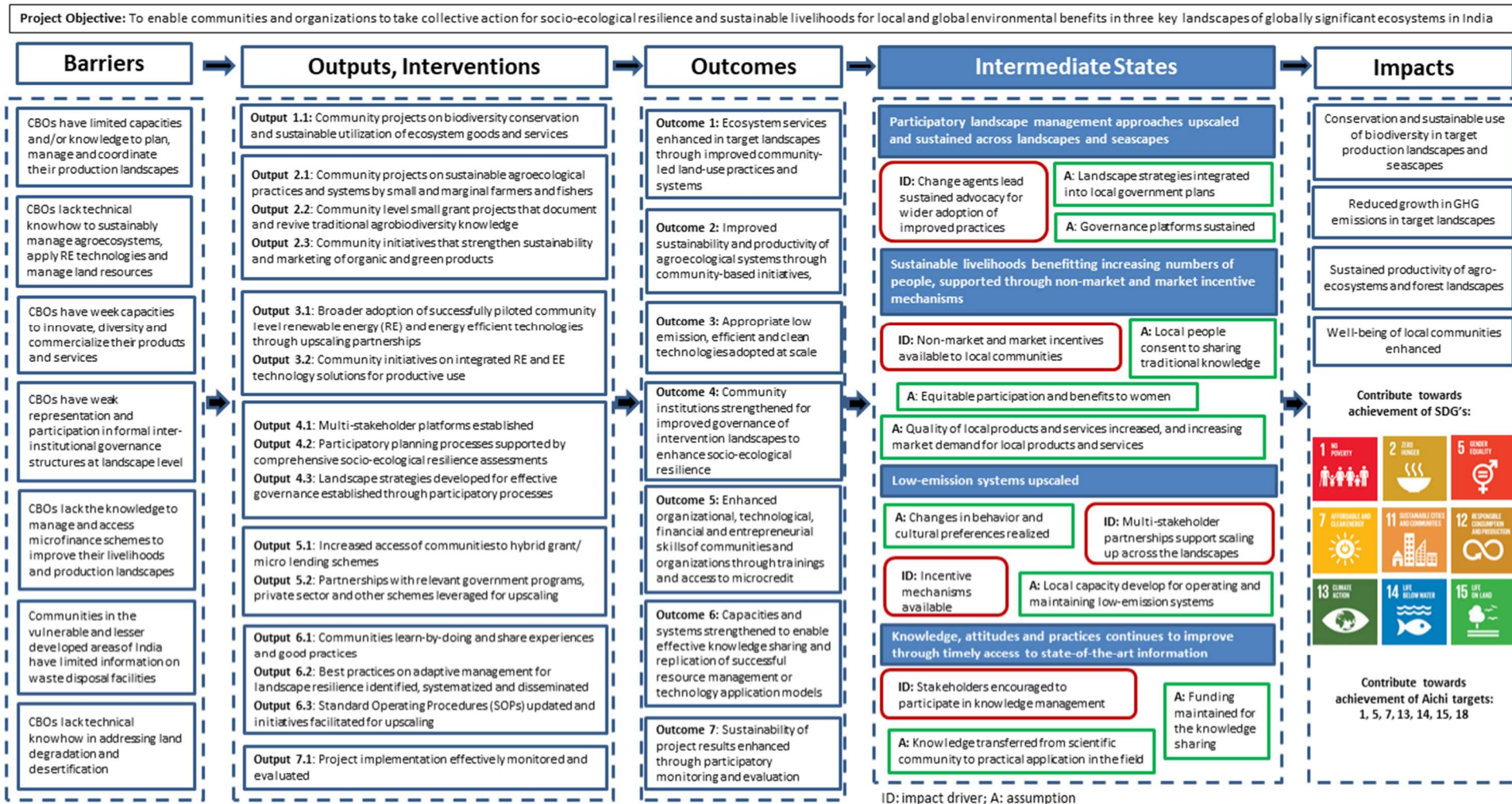
Capacity building is an important aspect covered in Component 2. The project will, for example, facilitate increased access to hybrid grant and micro lending schemes with credit cooperatives and banks and will support the operationalization of revolving funds to support replication, upscaling and sustainability of CSO activities. The project will provide development and training of Self-Help Groups (SHGs)/Federations or other secondary institutions towards alternate and skill-based livelihood options and process to access credit and other financial instruments. Synergies with relevant government programs and schemes at different levels will be established to strengthen the integrated landscape approach. Systems will be established for communities to learn and share experiences and good practices related to business models and technology adoption. Moreover, training and capacity building workshops will be designed and developed to build capacities of communities in the areas of sustainable agriculture, value addition, market linkages, energy efficient technologies, RE-based energy solutions, waste management practices, etc. Capacity development and establishing cooperative linkages with institutions on agricultural development, extension and research will also be an important aspect under this component.

An SGP Learning Forum (including an e-platform) will be created to help facilitate knowledge sharing and learning among the SGP partners and development community. Development of knowledge products, including brochures, tool kits, documentary films, website, and dissemination materials, will

also be part of this component.

**Component 3** focuses on participatory monitoring & evaluation structures which will be put in place to ensure the envisaged project results are achieved and social and environmental safeguards are implemented. Baseline and end of project socio-ecological assessments will be analyzed under this component to evaluate results achieved and to verify some of the assumptions made in the project theory of change, which will be updated at the end of the project to facilitate progress towards long-term durable impacts.





**Figure 2** Project theory of change

## 2.5 Results and Partnerships

### 2.5.1 Expected Results

The SGP-OP7 project strategy is predicated on strengthening socio-ecological resilience through developing skills, capacities and resources required to conserve and restore critical ecosystems, sustainable utilization of ecosystem services, improve the sustainability and productivity of agroecosystems and deploy clean solutions in the intervention landscapes and the broader three target regions.

Global Environmental Benefits: The project is aligned with the following GEF-7 focal area objectives:

- BD-1-1 : Mainstream biodiversity across sectors as well as landscapes and seascapes through biodiversity mainstreaming in priority sectors.
- CCM-1-1 : Promote innovation and technology transfer for sustainable energy. Break throughs for decentralized power with energy usage.
- LD-1-1 : Maintain or improve flow of agroecosystem services to sustain food production and livelihoods through Sustainable Land Management (SLM).

The expected results with respect to the GEF core indicators are as follows:

- Core Indicator 3 : 10,000 ha of land restored
- Core Indicator 4 : 60,000 ha of landscapes under improved practices (excluding protected areas)
- Core Indicator 5 : 1,200 ha of marine habitat under improved practices (excluding protected areas)



- Core Indicator 6 : 6,95,000 tCO<sub>2</sub>e (lifetime direct) and 100,000 tCO<sub>2</sub>e (lifetime indirect) emissions mitigated
- Core Indicator 11 : 16,800 direct beneficiaries, including 9,240 women (55%)

The global environmental benefits generated by the SGP India Upgraded Country Programme (UCP) are estimated based on the expected number of grants awarded and experiences of earlier operational phases of SGP in India. Aggregated benefits over the longer term will be a function of the synergies created between projects through programmatic approaches, such as the landscape/seascape management approach proposed here. GEF support will be catalytic in mobilizing action at local levels to innovate new strategies and technologies to improve the management of vulnerable natural resources and ecosystems. More importantly, the programme will enhance the capacity of stakeholders in different sectors and at different levels (NGOs, CSOs, CBOs, etc.) to promote participatory resource management and clean energy access. The lessons learned from the community and landscape level initiatives will be analyzed by multi-stakeholder groups at landscape and regional levels for potential policy inputs and disseminated to other landscapes and communities where they will be up-scaled, mainstreamed and replicated, as well as integrated into other local and national level programs.

The strategy adopted by the project gives priority to projects in under-served and poor and vulnerable areas, including tribal areas and other areas that are not easily served by government programs and other initiatives. The GEF funds are expected to directly benefit approximately 16,800 people, including lesser developed/aspirational districts. This initial funding is expected to leverage additional funds from other sources, such as government schemes and programs and private sector initiatives, leading to subsequent increase in the number of beneficiaries. The project is strongly aligned with government priorities, which will facilitate synergies with government programs. Another aspect of the project will be to strengthen SGP's pursuit of private sector and financial institutions for co-financing and collaboration. A significant focus will be to help projects and beneficiaries to make their products marketable through value addition, labelling and certification and to facilitate markets for those products.

An estimated 60,000 ha of land are tentatively targeted to be brought under sustainable agricultural practices and bio-diversity conservation. Sustainable practices based on agroecology will also have co-benefits of increasing plant genetic resources for food and agriculture. Roughly 6,95,000 tons of avoided CO<sub>2</sub>-equivalent (tCO<sub>2</sub>e) emissions (lifetime direct) are projected by the end of the project, and 1,00,000 tCO<sub>2</sub>e (lifetime indirect) are estimated to be mitigated by the end of the project. Communities' adaptive capacities will be developed through alternate livelihood options, increased access to markets and credits, establishment and access to clean and cost-effective alternate energy solutions and improved ecological conditions. It is expected that greater food security and/or generation of employment and income for resource-dependent communities from sustainable management of ecosystems and marketing of biodiversity products and other goods and services will provide the primary economic incentive to these communities, individually and collectively, to conserve biodiversity and optimize ecosystem services. Community organizations will build their capacities to plan and manage resources adaptively and in synergy with each other.

With respect to biodiversity, the project will seek to promote the conservation of globally significant biodiversity, its sustainable use and promote biodiversity-based livelihoods. Indicative types of community projects include the following:

- Agrobiodiversity conservation through preservation and promotion of indigenous seeds, plant species and livestock
- Protecting endemic species and endangered and threatened species, e.g., through establishing community-managed ecological corridors to improve habitat integrity
- Conservation of globally significant biodiversity or cultural resources, e.g., through Indigenous Community Conserved Areas
- Promoting and strengthening local community institutions such as Biodiversity Management Committees, Peoples Biodiversity Registers, etc
- Conservation of Forest Areas through livelihood based eco-restoration activities
- Improved marine habitat practices, such as seasonal protection of critical fishing grounds
- Collaborative management of protected areas in partnership with PA administration

(e.g., community patrol)

- Management of human-wildlife conflicts in settlements near the borders of the protected areas

With respect to land degradation, the project will address soil erosion, damaged agricultural land, desertification and deforestation through:

- Improved provision of agroecosystem, forest and marine ecosystem goods and services (e.g., through reforestation, dissemination of knowledge on improved grazing/livestock maintenance, planting of mangroves, indigenous resilient trees and nurseries)
- Community-managed natural regeneration of degraded lands and coastal ecosystems
- Conservation and sustainable use of biodiversity in productive landscapes and within buffer zones of protected areas (e.g., sustainable utilization of Non-Timber Forest Products (NTFPs))

With respect to climate change, indicative community projects include the following:

- Mitigation of GHG emissions, e.g., through energy efficient technologies introduced, adapted, piloted and disseminated
- Expanded application of renewable and clean energy technologies for productive uses, such as mills, solar pumps, etc
- Increased use of renewable energy, including alternatives to fuelwood and coal
- Improved energy efficiency, e.g., for household use and community lighting
- GHG mitigation benefits are also envisaged to be generated through restoring-rehabilitating degraded agricultural land, forests, and mangroves-wetlands

## 2.5.2 Project Results Framework

**Table 5** Project Results Framework

	Objective and Outcome Indicators	Baseline	Mid-term Target	End of Project Target
<b>Project Objective:</b> To enable communities and organizations to take collective action for socio-ecological resilience and sustainable livelihoods for local and global environmental benefits in three key landscapes of globally significant ecosystems in India	<b><u>Mandatory Indicator, GEF-7 Core Indicator 3:</u></b> <b>Area of land restored</b> (hectares) <b>SDG 15.3;</b>	Under OP5, there were 11 LD projects, 32 BD projects and 13 multifocal.	5,000 ha included among the approved projects by the mid term	10,000 ha
	<b><u>Mandatory Indicator, GEF-7 Core Indicator 4:</u></b> <b>Area of landscapes under improved practices</b> (excluding protected areas) (hectares) <b>SDG2.4; SDG11.b; SDG12.2; SDG14.2; SDG15.2; SDG 15.9; SDG 15.b;</b>	Sustainable land resource management projects were implemented in the Western Ghats, Himalayan Front and Arid and Semi-Arid regions of India.	30,000 ha included among the set of approved projects by mid term	60,000 ha
	<b><u>Mandatory Indicator, GEF-7 Core Indicator 5:</u></b> <b>Area of marine habitat under improved practices to benefit biodiversity</b> (hectares; excluding protected areas) <b>SDG 14.2; SDG 14.b;</b>	Under OP5, there were interventions on enhancing coastal ecosystem services and protecting biodiversity through artificial reefs and promoting of sustainable fishing among small-scale fishers.	600 ha included among the approved projects by mid-term.	1,200 ha
	<b><u>Mandatory Indicator, GEF-7 Core Indicator 6:</u></b> <b>Greenhouse Gas Emissions Mitigated</b> (million metric tons of CO <sub>2</sub> e) <b>SDG 7.1; SDG 13.2; SDG 13.3;</b>	200,000 metric tons CO <sub>2</sub> e achieved in OP5	Approx. half of the envisaged CCM projects approved by midterm; end target of 695,000 tCO <sub>2</sub> e (lifetime direct) and 100,000 tCO <sub>2</sub> e	695,000 metric tons CO <sub>2</sub> e (lifetime direct) over the lifetime of the GHG mitigation projects); 100,000 metric tons CO <sub>2</sub> e (lifetime indirect)

	Objective and Outcome Indicators	Baseline	Mid-term Target	End of Project Target
			(lifetime indirect)	
	<b>Mandatory Indicator, GEF-7 Core Indicator 11:</b> <b>No. of Direct project beneficiaries disaggregated by gender as a co-benefit of GEF investment</b> (individual people) <b>SDG 1.4; SDG 1.b; SDG 5.a; SDG 7.1;</b>	Cumulative total of 433 projects supported by SGP, with average 58% female and 42% male beneficiaries.	5,000 total, including 2,750 female and 2,250 males	16,800 total, including 9,240 female and 7,560 males
<b>Component 1: Resilient landscapes for sustainable development and global environmental benefits</b>				
<b>Outcome 1.1:</b> Globally significant biodiversity protected, and ecosystem services enhanced through improved community-led management practices and systems	<b>Indicator 6: Sustainable management of common resources</b> , as indicated by the number of new partnerships between CBOs and enabling stakeholders for biodiversity conservation initiatives in production landscapes, disaggregated by gender	A wide range of partnerships were realized under OP5, including with governmental departments and agencies, foundations and private sector enterprises.	3 identified in the set of approved projects in the first call for proposals	6 new partnerships between CBOs (including 3 women-led CBOs) and enabling stakeholders for biodiversity and/or land degradation initiatives
	<b>Indicator 7: Maintenance and use of local agrobiodiversity</b> , as indicated by the number of varieties or cultivars obtaining new or upgraded independent eco-certification.	18 rare and threatened cultivars-breeds-varieties were brought under focused conservation practices, and 1 rice variety in Assam obtained geographical indication certification.	1 included among the approved projects in the first call.	3 varieties or cultivars obtaining new or upgraded independent eco-certification

	Objective and Outcome Indicators	Baseline	Mid-term Target	End of Project Target
	<b>Indicator 8: Documentation of traditional knowledge related to biodiversity</b> , as indicated by the number of systems developed or strengthened where traditional biodiversity knowledge is documented, stored and made available to local people (e.g., Peoples Biodiversity Registers, traditional knowledge recordings, resource classification systems, etc.)	OP5 made concerted efforts to engage particularly vulnerable tribal groups.	5 included among the approved projects by mid-term	12 systems developed or strengthened
<b>Outputstoachieve Outcome1.1</b>	<p><b>Output 1.1.1:</b> Community level small grant projects implemented that conserve biodiversity and enhance ecosystem services through sustainable harvest of NTFPs and marine resources, rehabilitation or restoration of degraded ecosystems, management of human-wildlife conflict, managed natural regeneration of key habitats or others</p> <p><b>Output 1.1.2:</b> Community level small grant projects implemented that stimulate adoption of sustainable agroecological practices and systems by small and marginal farmers and fishers</p> <p><b>Output 1.1.3:</b> Community projects implemented that strengthen conservation and sustainable use of agrobiodiversity, including certification, labelling/branding of organic and green products, access to marketing channels for community level products, and documentation of traditional knowledge</p>			
<b>Outcome 1.2:</b> Appropriate low emission, efficient and clean technologies and solutions adopted at scale	<b>Indicator 9: Energy saved</b> due to adoption of low emission, energy efficient and clean technologies (MJ)	During OP5, 46 of the 102 projects involved CCM interventions, including smokeless stoves, solar cookers, bio-briquettes, biogas units	First call of CCM projects designed, procured and initiated; no quantitative midterm target.	126 million MJ total, of which: 90 million MJ due to saving of fuelwood 36 million MJ due to savings in electricity
	<b>Indicator 10: Increase in installed Renewable Energy Capacity</b> across different RE technologies (MW)	RE technologies implemented under OP5 included hybrid solar and micro-hydro systems, biomass energy systems.	First call of RE projects designed, procured and initiated; no quantitative midterm target.	3 MW total, of which: Solar PV = 2 MW Solar Thermal = 0.25 MWe = 0.75 MWt Biomass = 0.5 MWe = 1.50 MWt Biogas = 0.25 MWe = 0.75 MWt

	Objective and Outcome Indicators	Baseline	Mid-term Target	End of Project Target
<b>Outputs to achieve Outcome 12</b>	<b>Output 1.2.1:</b> Broader adoption of successfully implemented community level renewable energy and energy efficient technologies through upscaling partnerships <b>Output 1.2.2:</b> Community level initiatives implemented that apply integrated RE and energy efficient technology solutions for productive use			
<b>Component 2: Enhancing sustainability through participatory planning and governance and replication and upscaling of best practices</b>				
<b>Outcome 2.1:</b> Community institutions strengthened for improved governance of selected landscapes to enhance socio-ecological resilience	<b>Indicator 11: Number of landscape strategies</b> developed through participatory consultation and based on the socio-ecological resilience landscape baseline assessments	Not applicable	3 landscape strategies developed and endorsed by the multi-stakeholder governance platforms	3 landscape strategies under implementation and evaluated at end of project
	<b>Indicator 12: Landscape priority actions mainstreamed into local planning instruments,</b> as indicated by the uptake priority actions outlined in the landscape strategies into Panchayati Raj development plans	Under OP5, 63 Panchayats incorporated sustainable management practices into village level resource use plans.	Priority actions described in the endorsed landscape strategies	14 Panchayat development plans include at least one priority action from the landscape strategies by end of project
<b>Outputstoachieve Outcome2.1</b>	<b>Output 2.1.1:</b> Multi-stakeholder platforms established and/or strengthened for improved governance of intervention landscapes <b>Output 2.1.2:</b> Landscape strategies for effective governance developed based on results of participatory socio-ecological resilience assessments in the selected intervention landscapes			
<b>Outcome 2.2:</b> Strengthened capacities and systems for upscaling of successful community initiatives	<b>Indicator 13: Enhanced financial sustainability,</b> as indicated by the amount of cash co-financing obtained from hybrid grant or microcredit programs/schemes (in USD), disaggregated by gender	During OP5, direct cash co-financing totaling more than USD 400,000 was obtained from a variety of sources, including the National Bank for Agriculture and	USD 50,000 included in approved projects from first call.	USD 200,000, in cash co-financing with 50% for women CBOs, and for the cumulative portfolio of small grant projects under OP7

	Objective and Outcome Indicators	Baseline	Mid-term Target	End of Project Target
		Rural Development (NABARD), foundations, governmental programs and departments, and the private sector.		
	<b>Indicator 14: Strengthened capacities of women groups to lead community development interventions</b> , as indicated by the number of interventions upscaled or replicated by women groups reported on the SGP Learning Forum e- platform	The SGP in India has facilitated the establishment and strengthening of many CBO women groups. The OP5 final report indicates that more than 2,000 women self-help groups were involved in 102 SGP projects across India.	SGP Learning Forum e-platform operational	25 interventions upscaled or replicated by women's groups reported on the SGP Learning Forum e- platform
<b>Outputs to achieve Outcome 2.2</b>	<b>Output 2.2.1:</b> Partnerships between CBOs and government, civil society, private sector or donor programs and schemes strengthened, and resources leveraged for scale up and replication of good models/practices <b>Output 2.2.2:</b> Communities learn by doing and share experiences and good practices on business models and technology adoption <b>Output 2.2.3:</b> Best practices on adaptive management for landscape resilience identified, systematized and disseminated			
<b>Component 3: Monitoring and evaluation</b>				
<b>Outcome 3.1:</b> Sustainability of project results enhanced through participatory monitoring and evaluation				
<b>Outputs to achieve Outcome 3.1</b>	<b>Output 3.1.1:</b> Project implementation is effectively monitored and evaluated			



### 3 Annexure III - Form for Submitting Technical Proposal

For \_\_\_\_\_ Landscape

#### 3.1 Technical Proposal Application Form

**Table 6** Proposal Application Form

S.N.	Queries/Supporting Documentation	Response
1.	<b>Basic Information</b>	
	a) Name of Agency	
	b) Address	
	c) Website	
	d) Email ID	
	e) Phone	
	f) Fax	
	g) Name of Head of the Organization	
	h) Email ID of the Head of the Organization	
	i) Name of the Project Team Lead	
	j) Email ID of the Project Team Lead	
	k) Is the C certified in accordance with any international or local standards (e.g., ISO), such as in: <ul style="list-style-type: none"> <li>• Leadership and Managerial Skills</li> <li>• Project Management</li> <li>• Financial Management</li> <li>• Organizational standards and procedures</li> <li>• Others</li> </ul>	
	l) Please list all cities/ provinces/ regions/ countries in which you have offices. Please provide complete address, total number of permanent staff in each location	
	m) What is the NGO/CSO/CBO's mandate, vision, mission and purpose? (Not more than 4 paragraphs)	
2.	<b>Minimum Eligibility</b>	
	a) Year of Registration	

S.N.	Queries/Supporting Documentation				Response
	b) Annual Turn-over (INR Crore)	2019-20	2020-21	2021-22	Average Turnover of Last 3 years
	c) Total years of experience of the Organization in the field of environment, climate change, forest and biodiversity conservation, land degradation, policy advocacy and carrying out/conducting research studies in similar fields				
	d) Blacklisting by Central/State Government/PSUs				Yes/No
	e) Litigation that may impact on deliverables				Yes/No
	f) NGO should have been enlisted in the DARPAN portal of NITI Aayog and should have a valid unique ID with updated details.				Provide Unique ID
	g) NGO should have an office in the region [Highlands of North-East India (Assam, Meghalaya)/ Dry lands of the central India (Madhya Pradesh)/ Coastal regions of India (Maharashtra, Tamil Nadu)].				Please specify the complete address and contact details
	h) Does your organization use any donations raised through the project for political or religious activities or programmes (Please provide an affidavit)				Yes/No
3. Areas of Proficiency					
	a) Does the NGO/CSO/CBO have proficiency in any of the key areas identified above in this RFP? b) Specify the areas of proficiency which the NGO/CSO/CBO has? c) List of projects on community-based innovative programmes in the field of environment, climate change, biodiversity conservation, land degradation and sustainable development as per criteria mentioned under section 1.5 and in the given format as per Form I: Project Information. (Arrange from higher number of beneficiaries to the lowest)				Yes/No

S.N.	Queries/Supporting Documentation	Response
	d) The organization should have experience of working closely with the government in the focus landscape and list of such projects (as per criteria mentioned under section 1.5) should be submitted in the given format as per Form I: Project Information. (Arrange from highest budget to the lowest)	
<b>4. Proposed Team</b>		
	a) Name, qualification, and experience of the key workforce that will perform the services indicating the Team Leader, supporting team etc. in the given format as per Form II b) CVs demonstrating qualifications must be put forward in the given format as per Form III c) Written confirmation from each personnel that they are available for the entire duration of the contract	
<b>5. Proposed Methodology for the completion of services</b>		
	a) Explain your understanding of the objectives of the Assignment/job, approaches to the Assignment/job, methodology for carrying out the activities and achieving the expected outputs, and details of such outputs. You should highlight the problems being addressed and their importance and explain the technical approach you would adopt to address them. You should also state the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach in Form IV. (Maximum 5 pages)	
<b>6. Landscape Strategy</b>		

S.N.	Queries/Supporting Documentation	Response
	a) Provide Landscape level strategy for the landscape for building social, economic, and ecological resilience in landscapes. The strategy should highlight key issues and threats in the landscape, portfolio of projects to be implemented for addressing the threats and achievement of outcomes outlined under Small Grants Programme and the sites in Form V. (Maximum 10 pages)	
<b>7. Resource Mobilization Plan</b>		
	a) List efforts to be made to foster partnership with Agencies/Corporates/ Foundations etc. to mobilize additional resources through co-financing and collaboration. List other stakeholders who could provide in kind contribution for building collaboration. (Maximum 2 pages)	
<b>8. References</b>		
	a) Provide 2 references of clients (including name, designation, organization, email id and mobile number) with whom the applicant organization has worked in the last two financial years.	

Signature :

Name :

Designation :

Organization :

Date :

---

### Form I: Project Information

Please indicate up to 10 assignments directly related to the experience (as specified under section 1.5.2: Organization Experience)

**Table 7** Project Information

Project Sponsor:	
Project Title:	
Nature of Assignment:	
Description of Project	
Value of the Project (in INR):	
Location (Block, District, State):	
Number of Beneficiaries Impacted:	
Duration of Assignment (months):	
Start date (month/year):	
Completion date (month/year):	

Note: Please attach certificate of successful completion for each project, from the respective Client(s). Projects shall be considered completed subject to providing completion certificate from client.

Signature :

Name :

Designation :

Organization :

Date :

---

## Form II: Team Composition

**Table 8** Team Composition

S. No.	Name of Person	Role (Team Leader/ Team Member/ Other) <sup>1</sup>	Year of relevant experience <sup>2</sup>	List of projects () <sup>3</sup>	List of other relevant projects <sup>4</sup>
				1. 2. 3.	1. 2. 3.
				1. 2. 3.	1. 2. 3.

<sup>1</sup> Role of the person in this project

<sup>2</sup> Year of relevant experience in the thematic area and same should also be depicted in the attached resume of the person.

<sup>3</sup> List of projects related to Biodiversity, Land degradation and Climate change mitigation and adaptation should be indicated in the attached CV of the person

<sup>4</sup> Experience of working in the focus landscape (if any) should be depicted in the attached CV (Curriculum Vitae) of the person.

Signature :

Name :

Designation :

Organization :

Date :

---

### Form III: Curriculum Vitae of Team Members

Provide CVs of the proposed team for undertaking the current assignment in the following format.

#### FORMAT

1. Name:
2. Proposed Position:
3. Name of Organization:
4. Date of Birth:
5. Nationality:
6. Education (From Highest to Lowest):

Name of Degree	Year	Name of University/ Institute

7. Employment Record: (From Descending to Ascending Order):

Firm/Organization	Designation	From	To

8. Projects undertaken

Name of Project	Role in the project	Duration (From – To)	Organization Name	Details of the Assignment	Value of the Project (in INR)

9. Membership of Professional Associations:
10. Trainings:
11. Certifications:
12. Languages

I, the undersigned, certify that this CV correctly describes my qualifications, and my experience.

\_\_\_\_\_  
Signature of Staff Member

Date: \_\_\_\_\_  
Day/Month/Year

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#### **Form IV: Approach and Methodology**

Explain your understanding of the objectives of the Assignment/job, approaches to the Assignment/job, methodology for carrying out the activities and achieving the expected outputs, and details of such outputs. You should highlight the problems being addressed and their importance and explain the technical approach you would adopt to address them. You should also state the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.

Signature :

Name :

Designation :

Organization :

Date :



---

### Form V: Landscape Strategy

Provide Landscape level strategy for the landscape for building social, economic, and ecological resilience in landscapes. The strategy should highlight key issues and threats in the landscape, portfolio of projects to be implemented for addressing the threats and achievement of outcomes outlined under Small Grants Programme and the sites.

Please refer to the following links for the format of Landscape strategy:

- a) <https://sgp.undp.org/all-documents/country-documents/1410-bhutan-op7-cps-approved/file.html>
- b) <https://comdeksproject.files.wordpress.com/2016/11/comdeks-ii-case-study-publication-web-version-final.pdf>

Signature :

Name :

Designation :

Organization :

Date :

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## 4 Annexure IV - Form for submitting Financial Proposal

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For \_\_\_\_\_ Landscape

### 4.1 Financial Proposal Application Form

The applicant shall submit a financial proposal with all-inclusive fixed total contract price and all other travel related costs (such as flight ticket, per diem, etc.), supported by a breakdown of costs.

#### 4.1.1 Cost Breakdown by Cost Component:

**Table 9** Cost Breakdown by Cost Component (Professional Time)

Description of Activity	Remuneration per month (in INR)	Total Period of Engagement (in months)	Total Amount (INR)
<b>I. Personnel Services*</b>			
1.Team Leader			
2.Team Member1			
3.Team Member2			
4.Team Member3			
5. Any other personnel (please specify)			

\*Structure of the team is to be proposed by Proposer in accordance with their understanding of the ToR.

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#### 4.1.2 Cost Breakdown by Cost Component:

**Table 10** Cost Breakdown by Cost Component (Others)

<b>II. Other related expenses</b>	<b>Unit Rate (INR)</b>	<b>Total No of Units</b>	<b>Total Amount (INR)</b>
1. Travel & accommodation (including per diem etc.)			
2. Communications			
3. Training workshops			
4. Others, if any			
<b>Total</b>			<b>INR</b>

GST will be paid extra as per the rules of Government of India and should be clearly spelt in the financial proposal.

Signature :

Name :

Designation :

Organization :

Date :

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## **5 Annexure V - Evaluation and Selection of Applicants**

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### **5.1 Evaluation and Selection of applications**

Applications will be examined and evaluated by a committee formed by NHI according to the following steps and criteria.

#### **5.1.1 STEP1: Opening & Administrative Checks**

As an initial step, the following will be assessed:

Compliance with the submission deadline- If the deadline has not been met, the application will automatically be rejected.

The full application form satisfies all the criteria specified in Annexure I. If any of the requested information is missing or is incorrect, the application may be rejected on this basis alone and the application not evaluated further.

Applications that pass this first administrative check will be evaluated on the relevance and design of the proposed action.

#### **5.1.2 STEP 2: Technical Application Evaluation**

The evaluation committee shall evaluate the Technical Proposals based on their responsiveness to the Terms of Reference, applying the evaluation criteria, sub-criteria, and point system specified in Table 11. Each responsive Proposal will be given a technical score (St). A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP, and particularly the Terms of Reference or if it fails to achieve the minimum technical score. An application should achieve a minimum of 70% marks assigned to technical proposal to qualify the technical round.

#### **5.1.3 STEP 3: Financial Application Evaluation**

Applicants who qualify the technical round will be asked to provide the passwords to open the financial bid. The Implementing partner will open Financial Proposal of only the technically qualified applicants.

**Table 11** Evaluation Criteria

Criteria for Contract Award	<ul style="list-style-type: none"> <li>• Compliance on Preliminary Examination of Proposals</li> <li>• Compliance on Essential Eligibility/Qualification requirements</li> <li>• Highest Combined Score (based on the 70% technical offer and 30% on price weight distribution).</li> <li>• Full acceptance of the TERI General Terms and Conditions (GTC). This is a mandatory criterion. Non-acceptance of the GTC may be grounds for the rejection of the Proposal.</li> </ul>
Criteria for Preliminary Examination of Proposals	<ul style="list-style-type: none"> <li>• Technical proposal is submitted separately from Financial Proposal (password protected)</li> <li>• Latest Certificate of Registration to be submitted</li> </ul>
Criteria for the Assessment of Proposal	<ul style="list-style-type: none"> <li>• <b><u>Technical Proposal (70%) and Marks assigned</u></b></li> <li>1. <b>Total number of years of experience</b> in handling similar kind of assignment (as specified in section 1.5.2: Organization Experience of this document) –10 Marks</li> <li>2. <b>Total number of national and international consultancy, advisory projects</b> implemented in the field of environment, climate change, forest and biodiversity conservation, renewable energy, policy advocacy and carrying out/conducting research studies in similar fields in the last five financial year still FY 2021-22. – 20 Marks (only relevant projects with a total budget of INR 30 lakhs should be submitted)</li> <li>3. <b>Total number of years of experience in the focus landscape</b> – 10 Marks</li> <li>4. <b>Approach and methodology proposed</b>– 20 Marks <ul style="list-style-type: none"> <li>4.1 Are the activities proposed appropriate, practical and consistent with the objectives and expected results? – 5 Marks</li> <li>4.2 How coherent is the overall design of the action (in particular, does it reflect the analysis of the problems involved, take into account external factors and anticipate an evaluation)? – 5 Marks</li> <li>4.3 Is the implementation plan clear and feasible? – 5 Marks</li> <li>4.4 Does the proposal contain objectively verifiable indicators for the outcomes of the action? – 5 Marks</li> </ul> </li> </ul>

	<p><b>5. Team Structure - Weightage of CVs, Team Lead Profile and Team Composition–10 Marks</b></p> <p><b><u>Financial Proposal (30%)</u></b></p> <p>The evaluation committee will review the detailed content of each Financial Proposal and the congruency of the Technical and Financial Proposal. Financial Proposals will be reviewed to ensure these are complete (i.e., whether applicants have priced all items of the corresponding Technical Proposal); if not, for material omissions, the evaluator will price them by application of the highest unit cost and quantity of the omitted item as provided in the other Financial Proposals and add their cost to the offered price and correct any arithmetical errors. When correcting computational errors, in case of discrepancy between (a) a partial amount and the total amount the partial amount shall prevail; (b) words and figures, the words shall prevail. The evaluated total price (ETP) for each Financial Proposal will be thus determined. The ETP excludes non-competitive components (i.e., contingencies and provisional sums). The lowest evaluated Financial Proposal will receive the maximum score of 100 marks. The score for each other Financial Proposal is inversely proportional to its ETP and will be computed as follows: <math>S_f = 100 \times F_m / F</math> where: <math>S_f</math> is the financial score of the Financial Proposal being evaluated <math>F_m</math> is the ETP of the lowest priced Financial Proposal, <math>F</math> is the ETP of the Financial Proposal under consideration.</p>
Award of contract	<ul style="list-style-type: none"> <li>• The Proposal that complies with all of the requirements meets the evaluation criteria and offers the best value for money shall be selected and awarded the contract.</li> <li>• Contract will be allocated to the applicant organization scoring highest marks in combined evaluation (technical + financial proposal).</li> <li>• The decision of the National Steering Committee on the acceptance/rejection of any proposal is final.</li> </ul>

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## 6 Annexure VI - General Terms and Conditions

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### 6.1 General Terms and Conditions for the Contract

1. The Applicant Organization/Agency is expected to examine all instructions, forms, terms & conditions and Statement of Work in the RFP documents carefully.
2. The purpose of this RFP is to provide interested parties with the information that may be useful to them in the formulation of their Proposals pursuant to this RFP.
3. The proposals prepared by the Applicant Organization/Agency and all correspondence and documents relating to the proposals exchanged by the Agency and the NHI, shall be written in the English language.
4. Submission of RFP shall be deemed to have done after careful study and examination of the RFP document with full understanding of its implications.
5. The proposal should contain all the documentary evidence to substantiate the claim for pre-qualification criteria.
6. Failure to furnish all information required or submission of any relevant proof in accordance with the RFP requirements may result in the rejection of the RFP.
7. Each team member proposed for this assignment is required to give an undertaking that he/she is available to undertake the tasks allocated to him/her in the technical proposal. Each CV should be signed by the key personnel confirming that the information given in the CV is correct.
8. The Applicant Organization/Agency shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by TERI (the Authority), or any other costs incurred in connection with or relating to its Proposal. TERI shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant Organization in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process.
9. TERI may update, amend or supplement the information, assessment or assumption contained in this RFP.
10. TERI shall not be responsible for non-receipt / non-delivery of the RFP due to any reason whatsoever.

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11. This RFP is not an agreement and is neither an offer nor invitation by the Authority to the prospective Applicant organization/consulting agency or any other person.
  12. TERI has all the rights to change/rescind/cancel the tender at any stage before award of the contract to any applicant organization without any explanation.
  13. Approach and Methodology-Applicant Organization/Agency should provide a 5 page write up on the framework for performing the assignment, methodology for carrying out the activities and obtaining the expected outputs. Provide a suggested work plan, timetable and indicate the sequence of all major activities including targeted dates for each step. Describe how stakeholder communities will be involved in the baseline assessment exercise and in the definition of landscape goals & outcomes.
  14. Landscape Strategy- Applicant Organization/Agency should provide a 10 page write up on Landscape Strategy to be shared for the target landscape/seascape, which describes the landscape approach to support sustainable socio-ecological production activities at the community and landscape levels with special focus on Environment, Biodiversity Conservation, Climate Change, Land Degradation and Energy. It must include landscape vision, strategies, issues, threats, barriers and identify priority projects to be undertaken in the landscape to address these issues.
  15. The issue of this RFP does not imply that the TERI is bound to select an Applicant Organization or to appoint the selected organization, as the case may be, for the consulting assignment and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.
  16. TERI will adopt a Quality and Cost Based Selection (QCBS) process (collectively known as “Selection Process”) for evaluating the Proposals comprising technical and financial proposals to be submitted. The total score is calculated by giving weights to the technical (70) and financial scores (30). The applicant organization with the highest score (H1) shall be selected for negotiation (the “Selected Applicant”) while the second ranked Applicant will be kept in reserve.
  17. TERI requires that recipients of this document to maintain its contents in the same confidence as their own confidential information and refrain from any public disclosure whatsoever.
  18. The Signatory of the Proposal should be the duly Authorized Representative of the Applicant Organization/ Agency, for which a certificate of authority will be



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submitted. All certificates and documents including any clarifications and any subsequent correspondence received hereby, shall, be furnished and signed by the Authorized Signatory. The power or authorization, or any other document consisting of adequate proof of the ability of the signatory to bind the Consulting Agency shall be annexed to the Proposal.

19. The Applicant Organization/Agency should provide complete and accurate contact details in the Proposal.
20. Source of Instructions: The Applicant Organization/Agency shall report to the National Coordinator-Small Grants Program, India for different activities that will be undertaken as part of the assignment
21. Review of performance: For regular monitoring of performance, the Applicant Organization/Agency shall keep the National Coordinator of the SGP-OP7 updated on a fortnightly basis.
22. Liquidated Damages: Liquidated damages would be imposed @ 0.5% per week or part thereof for the delay in delivery as per Timeline as may be attributed to the successful applicant organization for each payment milestone as defined in the contract, subject to a maximum of 10% of the contract value. Recoveries through such Liquidated Damages are to be without any prejudice to the other remedies as available to TERI.
23. Conflict of Interest- Except as otherwise permitted by the contract, the applicant organization shall not disclose to third parties the contents of the contract, or any information provided by or on behalf of the other that ought reasonably to be treated as confidential and/or proprietary Applicant organization will have to make sure that TERI has unfettered right to use material even if a third-party intellectual is used in deliverables.
24. Disclaimer: TERI and its employees disclaim all liability from any losses or damage, whether foreseeable or not, suffered by any person acting on or refraining from acting because of any information including statements, information, or projections contained in this document or conduct ancillary to it whether or not the loss or damage arises in connection with any omission, negligence, default, lack of care or misrepresentation on the part of TERI and its employees.
25. Termination of Contract: TERI shall reserve the right to terminate the contract

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without assigning any reason whatsoever during the course of the contract subject to providing a notice period of 15 days.

26. Observance of the law: The Selected Agency shall comply with all laws, ordinances, rules, and regulations bearing upon the performance of its obligations under the Contract. In addition, the Selected Agency shall maintain compliance with all obligations relating to a qualified vendor of goods or services to TERI.
27. In the event if any dispute arises out of or in connection with the validity, interpretation or implementation of this Agreement, the Parties shall attempt in the first instance to resolve such dispute through friendly consultations. If the dispute is not resolved in this manner, then the aggrieved party shall inform the other party through a notice for referring the dispute to arbitration of a sole arbitrator in accordance with The Arbitration and Conciliation Act, 1996 (as amended from time to time).
28. Arbitration proceedings shall be held at New Delhi and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English.
29. The expenses of the arbitrator as determined by the arbitrator shall be shared equally by the Agency and the NHI. However, the expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself. All arbitration awards shall be in writing and shall state the reasons for the award.
30. For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable, and which makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, act of god, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or any other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by TERI.
31. Indemnification: The Selected Agency shall indemnify, defend, and hold and save TERI, and its officials, agents and employees, from and against all suits, proceedings, claims, demands, losses and liability of any kind or nature brought by any third party against TERI, including, but not limited to, all litigation costs and expenses,

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attorney's fees, settlement payments and damages.

32. Copyright, Patents and other Proprietary Rights-Except as is otherwise expressly provided in writing in the Contract, TERI shall be entitled to all intellectual property and other proprietary rights including, but not limited to, patents, copyrights, and trademarks, with regard to products, processes, inventions, ideas, know-how, or documents and other materials which the Agency has developed for TERI under the Contract and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the Contract. The Agency acknowledges and agrees that such products, documents and other materials constitute works made for hire for TERI.

33. Audits and Investigations

- i) Each invoice paid by TERI shall be subject to a post-payment audit by auditors, whether internal or external, of TERI or by other authorized and qualified agents of TERI at any time during the term of the Contract and for a period of three (3) years following the expiration or prior termination of the Contract.
- ii) TERI may conduct investigations relating to any aspect of the Contract or the award thereof, the obligations performed under the Contract, and the operations of the Agency generally relating to performance of the Contract at any time during the term of the Contract and for a period of three (3) years following the expiration or prior termination of the Contract.
- iii) The Agency shall provide its full and timely cooperation with any such inspections, post-payment audits or investigations. Such cooperation shall include, but shall not be limited to, the Agency's obligation to make available its personnel and any relevant documentation for such purposes at reasonable times and on reasonable conditions and to grant to TERI access to the Agency's premises at reasonable times and on reasonable conditions in connection with such access to the Agency's personnel and relevant documentation. The Agency shall require its agents, including, but not limited to, the Agency's attorneys, accountants or other advisers, to reasonably cooperate with any inspections, post-payment audits or investigations carried out by TERI hereunder.
- iv) TERI shall be entitled to a refund from the Agency for any amounts shown by such audits or investigations to have been paid by TERI other than in accordance with the terms and conditions of the Contract. The Agency also agrees that,

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where applicable, donors to TERI whose funding is the source of, in whole or in part, the funding for the procurement of Goods and/or Services which are the subject of this Contract, shall have direct recourse to the Agency for the recovery of any funds determined by TERI to have been used in violation of or inconsistent with this Contract.





The Energy and Resources Institute

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