



REQUEST FOR CONSULTANCY SERVICE TO DEVELOP AUTHORISED ASSOCIATIONS CONSORTIUM (AAC) CORPORATE STRATEGIC PLAN (CSP) 2014 - 2019

1.0 BACKGROUND INFORMATION

The Wildlife Policy of Tanzania of 1998 (as revised in 2007) underpins three main objectives for engaging broad spectrum of local communities into wildlife conservation and management. These include:

- ✓ Promoting conservation of wildlife outside core protected areas by creating Wildlife Management Areas (WMAs),
- ✓ Enabling local communities to manage WMAs, and
- ✓ Creating an enabling environment which ensures that legal and sustainable wildlife schemes directly benefit local communities.

In 2007, 16 pilot WMAs among others were officially declared by the Government of Tanzania in the Government Gazette as fully flagged WMAs and marked inauguration for establishment of WMAs countrywide. Authorized Association (AA) which is the Community-based Organization (CBO) representing the participating villages members that form the WMA has responsibility of managing WMAs on-behalf of member villages. It is therefore, the Wildlife Conservation Act No.5 of 2009 gives power to local communities via AAs to sustainably utilize Wildlife resources on their village land. Procedure and guidelines for establishing and managing WMAs are underlined on the Wildlife Management Areas (WMAs) Regulations of 2012.

Currently there are **38** WMAs countrywide, **19** WMAs at different stages of establishment and **19** WMAs have attained Authorized Association (AAs) status, namely: i) **Tunduru** (NALIKA), ii) **Liwale** (MAGINGO), iii) **Ngarambe/Tapika** (MUNGATA), iv) **Wami-Mbiki** (WAMI-MBIKI SOCIETY), v) **Pawaga-Idodi** (MBOMIPA), vi) **Ipole** (JUHIWAD), vii) **Uyumbu** (UWIMA), viii) **Burunge** (JUHIBU), ix) **Ikona** (JUHIWAIKO), x) **Enduimet** (ENDUIMET), xi) **Mbarang'andu** (MBARANG'ANDU), xii) **Ukutu** (JUKUMU), xiii) **Makame** (INDEMA), xiv) **Makao** (JUHIWAPOMA), **Kimbande** (KIMBANDE), **Kisungule** (KISUNGULE), **Chingoli** (CHINGOLI), **Randilen** (RANDILEN) and **Iluma** (ILUMA). With the support from **USAID** through **World Wide Fund for Nature (WWF)**, fourteen (14) founding AAs deliberately agreed to establish Authorized Associations Consortium (AAC).

AAs Consortium (AAC) is an apex body for all Authorised Associations managing Wildlife Management Areas (WMAs) in Tanzania. In Kiswahili the association is known as “**Muungano wa Jumuiya Zilizodhinishwa za Hifadhi ya Maeneo ya Wanyamapori Tanzania**”. The Consortium is a civil society organization intended to provide a platform to the AAs to articulate their views and concerns of different stakeholders, plan and decide on matter of their common interests. The organization was registered on 22nd January, 2010 under the Societies Act Cap. 337 (R.E. 2002), with certificate of registration **No. 16619** as an umbrella for all WMAs which have attained “AA” status. The body has been mandated to operate within the framework of Wildlife Conservation Act (2009) and Wildlife Management Areas Regulations (2012).

The main objective of the AAC is to provide services to AAs members and non-members in Tanzania and improving members’ social and economic welfare. The specific objectives of AAs Consortium includes:-

- Conservation and sustainable utilization of natural resources in the respective WMAs;
- Fundraising and lay down procedures for use of financial resources in order to improve social services such as schools, infrastructure and hospitals around members WMAs;
- Providing advisory services to AA members particularly during planning of development projects, marketing research and control of illegal off take of natural resources;

- Liaison with government, non-governmental organization and/or private sectors in all matter that affect its members positively or negatively;
- Dealing with issues related to licenses, permits and fees for natural resources based investments/businesses;
- ensuring good public relationships with governments, NGOs and other institutions that work together with member AAs;
- Creating an enabling environment for tourism and hunting business in WMAs;
- Law enforcement and ensure the rule of law in all WMAs; and
- Dealing with all other issues for the benefits of its members but in compliance with existing policies and legislations.

AAC is intending through Consultancy service to develop a five years corporate strategic plan (CSP) (2014-2019) in order to maximize its potential in delivering service to WMA members. AAC strategic Plan will form the basis for fundamental decisions and actions that will shape and guide what the institution is, what it will do and why.

2.0 OBJECTIVES

The objective of this assignment is to develop the AAC Corporate Strategic Plan (2014-2019) in accordance to AAC objectives. The core part of this assignment is to develop AAC comprehensive:-

- **Vision,**
- **Mission,**
- **Strategic objectives,**
- **Implementation strategies** and
- **Targets.**

3.0 SCOPE OF CONSULTANCY SERVICE

The scope of this consultancy will include the following aspects:

- Introduction** (Background, Historical Perspectives, Strategic Functions of AAC, Organization Structure, Methodology, Benefit of CSP, outlines of the CSP)
- Situation Analysis** [AAC Legal mandate, Performance Review (initiatives, achievements and obstacles), AAC SWOT Analysis, Stakeholders Analysis, Problem/Key Issues Analysis, critical issues (i.e. Financial Sustainability, etc), strategic core functions (i.e. AAC Board of Trustee, AAC council and AAC Executive Secretary) and partnerships.
- The Plan** (Core values, Vision statement, Mission statement, Key Result Areas, corporate strategic objectives)
- Strategic Objectives, Targets, Strategies and key Performance Indicators** (Medium Term Expenditure Framework)
- Implementation strategy** (Monitoring Framework, Strategic Plan Implementation Team, Annual Plans and Budget)

3.0 DURATION OF ENGAGEMENT

The Consultants shall prepare and submit work programme based on the following:

- Commencement of the consultancy work **seven (7) days** after effective date of notifications by AAC,
- Inception report within **three (3) weeks** from effective date of the contract,
- Submission of the progress report within one month after submission of the Inception report,
- Submission of the Final AAC Corporate Strategic Plan (2014-2019) within **Ninety (90) days** from effective date on the contract.

4.0 DELIVERABLES

The consultant will be required to deliver the following reports at AAC office:

- Inception report** on description of the plans to undertake tasks, staffing levels, detailed work plan and implementation modality – Five (5) hard copies and soft copy
- Progress report**– five (5) hard copies and soft copy.
- Final AAC CSP.** This report shall be submitted after being reviewed by AAC among other key stakeholders. The progress report shall comprise all work to be performed during situation analysis – Five (5) hard copies and soft copy.

5.0 EXPERTISE REQUIRED

A team of competent individuals or institutions with proven knowledge and experience in dealing/developing Corporate Strategic Plans and/or Operation plans of the organizations related to wildlife conservation and civil society organization(s) for more than 5 years.

6.0 FRAMEWORK OF THE ASSIGNMENT

The Wildlife Division (WD) is the custodian of the Wildlife Policy of Tanzania. AAC is responsible for facilitating implementation of the Wildlife Policy in collaboration with WD, donors and other facilitators. The consultant/service provider there for, must work very closely and report to the **Executive Secretary (AA-Consortium)**. The consultant is also bound to work with AAs, villagers, WD, District Councils, facilitators (**AWF, AFRICARE, KfW, WCS, WCST, BTC and FZS**), **AAs/CBOs**, Village Governments and local communities in the respective areas.

7.0 MODE OF APPLICATION

Interested consultants must send their combined technical and financial proposal, describing the methodology and experience in similar matter within the last three years, as well as with clients CVs of the key personnel.

Application in English language must be submitted to the following address below not later than **15th July 2013:-**

Executive Secretary,

Authorized Associations Consortium (AAC),

Mikoroshini Street Msasani, Plot 225, P.o. Box 13685,

Dar Es Salaam.

Further information can be obtained on request from AAC mobile No. **+255 788 389 039** or Tel No. **+255 22 668 615**. Applicants may send their application documents through the following email address: authorizedassociationsconsortium@yahoo.com. This advert can be obtained on the AAC website: www.twma.co.tz .

George J. Wambura

EXECUTIVE SECRETARY