



Terms of Reference (TOR)
Recruitment of a Research Consultant/institution for
An Analytical Study on Status of Budget Allocation and Budget Spent for
Development of Indigenous Peoples in Bangladesh (CHT and plain land)

Type of Assignment	An Analytical Study on Status of Budget Allocation and Budget Spent for Development of Indigenous Peoples in Bangladesh (CHT and plain land) during last five years
Overall Purpose	Over all purpose is to get a scenario and trend of yearly budget allocation in the national budget and budget spent for the development of Indigenous Peoples (IPs) in the country for last at least five years for advocacy for Inclusive and IP Specific National Budget. To explore reflection of Budgetary Allocations for the Indigenous Peoples in CHT and Plain Land.
Highlights methodology	Review budget related papers/documents available at relevant Ministries and departments including CHT Development Board, CHT Hill District Councils to know budget allocation trend and current status in the national budget for development of Indigenous Peoples in CHT and plain land. Interview some key relevant persons/officials, literature review . And, make recommendations for inclusive and Indigenous People specific national budget for wellbeing of IPs.
Project Location and context	Dhaka, CHT and Plain Land
Project Duration/Task duration	Mid May -June 2022
Technical and Financial Proposal submission date	Within 07 days after advertisement
Total Duration	One and a half months
Expertise and knowledge	Strong and long experience on research/study, analytical review, good knowledge on budgetary concerns, indigenous people's development issues with Economic academic background.
Final report submission	The consultant researcher will submit a comprehensive, narrative and analytical final report on the study with qualitative and quantitative description, trend analysis and recommendations by June 2022.
Proposal submitted to	subarna@manusher.org

Introduction:

Manusher Jonno Foundation (MJF) works with a mission to promote human rights and governance through partnership with local NGOs, relevant stakeholders including rights

holders and duty bearers to ensure the dignity and wellbeing of all people, especially the marginalized and vulnerable communities in Bangladesh.

Please visit: www.manusherjonno.org

Overview of the consultancy:

MJF is implementing a project titled, '**Excluded People's Rights in Bangladesh (EPRB)**' supported by Foreign, Commonwealth and Development Office (FCDO), Bangladesh for five years from 2019 – 2023.

Rights of Ethnic People (Indigenous Peoples) is a programme theme of EPR project. It aims to establish wellbeing and dignity of ethnic people in Chittagong Hill Tracts and plain land through mobilizing and developing capacity of the indigenous people for socio-economic empowerment; improving responsiveness of service providing institutions; and policy advocacy to promote and implement related law and policies for an enabling environment.

Goal of the project: Establish wellbeing and dignity of Ethnic people.

Background/Rationale of this study:

Bangladesh is a country of cultural and ethnic diversity with more than 54 groups of indigenous communities, comprising about two percent of the total population, have been living both in the Chittagong Hill Tracts as well as various other parts in the plains along with the majority Bengali population¹. According to the 2011 census, the country's indigenous population is approximately 1,586,141². However, the indigenous peoples claim that their population is 3 to 5 million³. They belong to the most disadvantaged sections of Bangladeshi society and face multiple challenges including economic, cultural, social and political marginalization.

The National budget specification is very important for a country's development. We have seen that the size of the national budget has been increased in recent years, the allocation for indigenous peoples is still insufficient. The government does not have yet the actual number of indigenous people living in the country, so the demands of indigenous peoples were not reflected in the budgets of the previous years. According to Kapaeeng Foundation, there are around 10 lakh indigenous peoples live in the Chittagong Hill Tracts and more than 20 lakh indigenous peoples live in plain lands of Bangladesh. But we have seen insufficient budget allocation for indigenous peoples. Budget for Indigenous peoples means we can find how much funds are allocated for ministry of CHT Affairs and allocation for plain land indigenous peoples under the prime minister office. The indigenous peoples can rarely access other funds of national budget.

¹ Human Rights Report 2017 for Indigenous Peoples in Bangladesh, Kapaeeng Foundation, 2018

² Bangladesh Bureau of Statistics, 2011: Population and Housing Census, 2011, Government of the People's Republic of Bangladesh, Dhaka p. 3 (cited in Thematic Strategy Paper: Rights of the Ethnic People (Indigenous Peoples), Manusher Jonno Foundation, 2018)

³ Barkat, A. 2015: Political Economy of Un-peopling of Indigenous Peoples: The Case of Bangladesh. Paper presented at the 19th biennial conference, Bangladesh Economic Association, 8-10 January, 2015, Dhaka (Thematic Strategy Paper: Rights of the Ethnic People (Indigenous Peoples), Manusher Jonno Foundation, 2018)

Total figure of national budget has increased in the 2020-2021 fiscal year which was good considering COVID-19 pandemic situation. However, demands, expectations and recommendations of Ethnic people (Indigenous people), civil society and other stakeholders for most marginalized, disadvantaged and Indigenous People were not reflected in the 2021-2022 national budget. Indigenous people have always been neglected from national budget. Adequate allocation considering proportion/size of indigenous population and their socio-economic condition also does not reflect in the national budget.

The lives and livelihoods of IP including other marginalized groups in the country have been severely disrupted by the global pandemic due to COVID-19 such as job loss, increase of unemployed youth with higher education and low literacy. However there is no specific allocation or special economic incentives for them in current national budget. Therefore, separate /specific allocation or IP people friendly budget is very important to face their post COVID-19 life and livelihood challenges and overall development.

Budget Allocation for CHT indigenous peoples:

After establishing the ministry for CHT as per the CHT Accord in 1997 between the government and leading political group JSS in CHT, the government has been allocating budget for IPs through the Ministry of Chittagong Hill Tracts Affairs but it could not address their poverty as the allocation against demand was insufficient and there is no specific allocation for them to resolve their problems, and no data/information on how much of the allocation is being used for the development of IPs. The allocation is for wellbeing of all CHT people including law enforcing agencies. Further, in order to implement the CHT Accord fully and make more functional of the CHT Land dispute and Resolution Commission, a sufficient allocation is very important in the national budget.

Budget Allocation for indigenous peoples of plain land:

The indigenous people from plain land are the more deprived section of the country. There is no separate ministry or department to manage their allocated budget for the development. The poverty rate of indigenous peoples is 65% in CHT and 80% in plains where national the poverty rate is around 23% ⁴. However, the allocation was too small for plain land indigenous peoples which was a bunch allocation under the Prime Minister Office named 'Development Assistance for Special Area (except CHT)'. It was started in 1996-97 with the allocation of 5 crore for plains indigenous peoples. It reached in 2018-19 to 40 crore which allocated Tk. 200 per head for indigenous people of plains. It is very insufficient to make development for community people. Moreover, there are many claims of mismanagement to implement the allotted budget at ground level. No proper

⁴ UNDP/ CHTDF reported the poverty situation of indigenous peoples in Bangladesh compared with national poverty average according to Infographic-HIES October 2016 by World Bank Group.

representations from indigenous communities in decision making level as well as implementation level of this allocation.

The country is recently experiencing a tremendous unemployment rate, and it is severe among Indigenous youth with both higher education and low literate. And, national budgets lack directives/initiative to create more jobs. Unfortunately, the government of Bangladesh has issued a gazette notification on 4 October 2018 abolishing the existing quota system in the recruitment process of the first and second-class government jobs. Before abolishing, there were 5 percent reserved quotas for indigenous candidates. That's why inclusive and IP specific national budget is very crucial for indigenous people.

To implement the SDGs Agenda 2030 in Bangladesh properly, it should include all groups in the process of the SDGs implementation. The indigenous peoples are the marginalized groups in the country, they should not be left behind. To implement the CHT accord fully, to form a separate land commission for indigenous peoples of plain land and to bring them in the journey of development, it can not be thought without their inclusiveness in the national budget.

Also, Bangladesh National Constitution (para 28.4) and 8th Five Year plan of Bangladesh July 2020 – June 2025 mentioned about inclusion, social welfare and social security of indigenous people (Chapter 14: Social Security, Social welfare and Social Inclusion, and Strategy for Ethnic population). However, recent budgets shows that there is a gradual increase of budget for Plain land Adivasi people due to continuous advocacy and lobby for last three years, but for CHT it is not a static or not increasing trend rather allocation fluctuated and decreased.

Most importantly, so far there is no research/ analytical study on this ground especially on budget allocation and how much of the allocation is being used for the development of IPs in particular. In order to promote this agenda further, an analytical research on current status of budget allocation and use of it for the development of indigenous people in CHT and plain land is critical. And, we are planning to arrange a seminar with the findings of the analytical study at national level with all relevant stakeholder including Govt. ministries for policy influencing advocacy.

2. Objectives

- An analytical study on identifying the budget allocation status of indigenous people in the national budget for last 4-5 years, use of allocated budget for the development of indigenous people in the areas of education, livelihood and economic development, social protection, Gender Responsive Budget (GRB), sports, culture in particular;
- Demanding for an inclusive and IP specific national budget through sharing the findings of the analytical study at national level with relevant stakeholders including policy makers, Parliamentary Caucus on Indigenous and Minority Affairs and so on

- Influencing political parties and members of parliament for an inclusive and IP specific national budget
- Introduce an inclusive and IP specific national budget for Indigenous People

3. Result/outcome of this policy influence

- Improve wellbeing and ensure rights of ethnic minorities (indigenous people)

4. Methodology

Quantitative and qualitative method - literature Review and analysis of budget related papers/documents, **interview** some key relevant persons/officials. The firm/consultant must mention about the process of budget analysis, specific methods for this analytical study including tools and techniques etc. in the technical proposal.

Scope of work

- 1. Review** and analyse national budget related papers/documents available at relevant Ministries (i.e Ministry of CHT Affairs) and departments including CHT Development Board, three CHT Hill District Councils (HDCs) to know budget allocation, trend and current status in the national budget for development of Indigenous Peoples in CHT and plain land during last 4-5 years, and spent/use of allocated budget for the development of indigenous people in the areas of education, livelihood and economic development, social protection, Gender Responsive Budget (GRB), sports, culture in particular. **Interview** some key relevant persons/officials of mentioned ministries, departments, HDCs, Prime Minister's Office and Ministry of Fisheries and Livestock for plain land, **literature review** and make **recommendations** for inclusive and Indigenous People specific national budget for wellbeing of IPs.
- 2.** Produce and submit a comprehensive, narrative and analytical draft and final report on the study with qualitative and quantitative description, trend analysis and recommendations.
- 3.** MJF will arrange an advocacy event at national level, the consultant researcher will share key findings of the study along with recommendation.

Timeline: One and half months. Mid of May to June 2022.

Required skills and qualification for the assignment:

- Should have a valid and authorized license or registration by government for doing such task.
- Strong experience on qualitative and quantitative research/study, and analytical review
- Sound knowledge and previous experience on budgetary concerns, indigenous people's development issues
- Previous work experience with MJF in any assignment.
- Gender sensitivity.
- Adaptability to accept feedback and any recommendation.

Remuneration of the assignment /organization/firm

MJF will pay the remuneration of the external firm/consultant subject to timely and satisfactory completion of the contracted work through the following installments. All payments will be made through an account payee cheque. VAT and Tax will be deducted

from the payment as per the government circular. It will be a 1st, 2nd and 3rd (final) payment method upon completion and submission of report as per submitted work plan.

General Terms and Conditions:

- Either party can terminate this agreement with a written notice within 10 (ten) days from the date of signing. MJF reserves the right to unilaterally terminate the contract if the External firm cannot fulfill any clause of Terms of Reference.
- Any document, information, or data entrusted to or produced by the firm in connection with this assignment shall be strictly confidential and cannot be used by the external firm for any other purpose without the written consent of the MJF authority. This provision shall remain valid even after the completion of this assignment.
- Training refreshment, Venue rent and other logistics (stationaries and transport cost) will be paid by MJF.
- The firm must ensure COVID protocol as per government rules while facilitating their field intervention.
- In the event of a major natural disaster, war, or major civil or political unrest this agreement may be renegotiated and jointly revised between the two parties recognizing any consequent change in the environment for implementation.

COVID 19 risk considerations:

Consultant(s)/firm/vendor is responsible to maintain COVID 19 protective measures throughout the assignment period including the field visit. Consultant(s)/vendor/firm will ensure the personal protective equipment (for example: masks, soap, hand sanitizer) to the respondents, enumerators a consultant. Manusher Jonno Foundation will not be liable for any COVID 19 infection cases of any consultants or team members.

Copyright and Ownership of Assignment:

MJF reserves the copyright of all information, findings, and final documents produced through this process.

General Clause:

All documents prepared during the assignment will be treated as MJF property. The assignment will not be sub-contracted to anyone.

- No additional time will be allowed to complete the target of the task.
- If required any change by MJF, should be rationalized in written with required cost or time, or any part of the work under the contract, an equitable adjustment in the contract price, delivery schedule, or both will be amended in writing.
- The consultant/team will be responsible for all their costs including taxes, subsistence, transport, and accommodation.
- Submissions which do not meet all the basic requirements will not be reviewed.

Penalty Clause:

If the agreed deadline and/or deliverables are not adhered to by the consultant/team, financial penalties will be imposed upon the consultant/team in terms of payment. This is specified as follows:

- In case of delayed submission of the deliverables up to one month delay, 30% of the contract amount will be deducted.

- Delay of more than one month, will result in the auto cancelation of the contract and forfeit of the remaining 50% of the contract value.
- Confidentiality of all aspects of the assignment is to be assured by the consultant/team at all times.
- If the consultant fail to produce and submit a quality report accepted by MJF

Disclaimer:

Manusher Jonno Foundation reserves the right to accept or reject any or all proposals/applications without assigning any reason whatsoever.

Discloser of information:

It is understood and agreed that the Consultant(s) shall, during and after the effective period of the contract, treat as confidential and not disclose unless authorized in writing by Manusher Jonno Foundation, any information obtained in the assignment of the performance of the Contract. Information will be made available for the consultants on a need-to-know basis.

Safeguarding /Protection Policy:

The individual consultant /team/Firm shall comply with the MJF’s Policy on safeguarding and Child Protection policy. Any violation /deviation in complying with MJF’s Policy on Children Protection and vulnerable adults will not only result in termination of the agreement but also MJF will initiate appropriate action to make good the damages/losses caused due to noncompliance of MJF’s safeguarding policy.

How to apply:

Interested individual consultant/team/firm is requested to **submit a detail technical & financial proposal** (separately) as a soft copy (PDF Version) **including below application template** to subarna@manusher.org (including, copy of TIN, BIN, methodology, activity plan, budget, professional CV and evidence of working experiences) **On or before 19 May 2022.**

Application Template (In MS word)

Applicant’s Information	
Name of the Applicant	
Address	
Name of the Contact Person	
Phone Number	
E-mail ID	
Contact Address	
Nature of Organization	
Legal status/other entity (if any)	
Proposed Work	
Objectives of proposed work	

Description of proposed work (in brief-maximum 400 words) and proposed activity/actions (e.g. Activity 1, Activity 2, Activity 3 etc.)	
Modalities/Strategy/Methodology (how the proposed work will be implemented)	
Duration (from.....to.....) Mention the number of interview and share the process of database	
Number of people will be reached through interview (e.g. representatives from relevant ministries, departments)	
Number of ministries, departments will be covered for review of documents/ papers	
Proposed total budget (along with breakdown in separate sheet)	BDT
Location: (CHT, plain land areas)	
Proven Experience (write about your current/past experiences)	
Reference 1 (provide two names and detail contact of referees who know your work best including the name of NGOs/donor/ funder/agency you worked with)	
Previous experience with MJF including event name and period	
Reference 2	
Signature and date of submission:	

Budget (preferred in excel but applicants may submit along with proposal in MS Word

Serial Number	Budget/Expenditure Head (put budget against each items/possible expenditure heads)	Calculation of cost (no. of person/items @ BDT.....)	Total Budget
	Grand Total		
Signature and date			

Note- The budget should be realistic and reasonable in providing the best possible estimates of the costs and expenses for proposed task