

Terms of Reference for Strategic Plan Development Gender and Climate Change (T) Coalition GCCTC

Time Frame November - January 2023

Project Title: Strategic Plan for Gender and Climate Change Coalition Tanzania

1. Background:

The Gender and Climate Change Coalition Tanzania is committed to addressing the gender-related aspects of climate change in the region. To fulfill its mission, the Coalition seeks to develop a comprehensive and actionable strategic plan that will guide its activities in the coming years.

2. Objectives:

The primary objectives of this Terms of Reference are:

- To define the scope, purpose, and timeline of the strategic planning process.
- To establish the roles and responsibilities of key stakeholders involved in the development of the strategic plan.
- To provide a clear roadmap for the creation of a practical and results-oriented strategic plan.

3. Scope of Work:

The strategic planning process will encompass the following key activities:

a. Preparation Phase:

- Conduct a thorough review of the current mission, vision, and goals of the Gender and Climate Change Coalition Tanzania.
- Assess the external and internal factors impacting the Coalition's work.
- Identify key stakeholders and engage them in the planning process.

b. Analysis and Goal Setting:

- Identify and prioritize strategic goals and objectives.
- Develop strategies and action plans to achieve these goals.
- Ensure that gender considerations are integrated into all aspects of the plan.

c. Monitoring and Evaluation:

- Develop a system for monitoring progress and evaluating the impact of the strategic plan.
- Define key performance indicators (KPIs) and a framework for data collection and reporting.

d. Resource Allocation:

Develop a budget for the implementation of the strategic plan.
Identify potential funding sources and partnerships to support the plan.

e. Stakeholder Engagement:

Engage with key stakeholders, including government bodies, NGOs, CSOs, and community representatives, to ensure their input is considered.

4. Deliverables:

The following deliverables are expected at the end of the strategic planning process:

A comprehensive strategic plan document outlining the mission, vision, goals, objectives, and action plans.

A monitoring and evaluation framework.

A budget for implementing the strategic plan.

A stakeholder engagement report.

5. Timeline:

The strategic planning process should be completed within [insert timeframe] from the date of project initiation.

6. Reporting and Communication:

Regular updates on the progress of the strategic planning process will be provided to the Gender and Climate Change Coalition Tanzania's steering committee. Communication should be transparent and timely.

7. Review and Approval:

The strategic plan will be reviewed and approved by the Gender and Climate Change Coalition Tanzania's governing body.

8. Budget:

Funding for the development of the strategic plan will be allocated as per the budget developed during the planning process.

Payment will be made in two instalments 60% and 40% to account provided by the consultant

9. Application

Kindly send in your application to info@gcctc.or.tz cc gcctctz@gmail.com