



# **African Forest Forum**

A platform for stakeholders in African forestry

## **Terms of Reference**

Provision of editing and proofreading services  
For English to French translated AFF Training Compendiums

*November 2021*

## **I. INTRODUCTION**

The African Forest Forum (AFF) is a pan-African non-governmental organization with its headquarters in Nairobi, Kenya. It is an association of individuals who share the quest for and commitment to the sustainable management, use and conservation of the forest and tree resources of Africa for the socio- economic wellbeing of its people and for the stability and improvement of its environment. The purpose of AFF is to provide a platform and create an enabling environment for independent and objective analysis, advocacy and advice on relevant policy and technical issues pertaining to achieving sustainable management, use and conservation of Africa's forest and tree resources as part of efforts to reduce poverty, promote gender equality, and economic and social development. Through all its programmes and activities, AFF seeks to promote the empowerment of all marginalized groups particularly women who have remained vulnerable to the impacts of climate change and whose representation, priorities and needs are seldom addressed in the forestry sector.

## **II. BACKGROUND**

Since 2011 AFF is implementing a Swiss Development Cooperation (SDC) funded project titled "African forests, people and climate change" that is in its third phase with as overall objective to enhance the role of African forests in assisting people adapt to the effects of climate change in various landscapes in ways that will improve livelihoods, sustain biodiversity, and secure the quality of the environment. One key important specific objective since the first phase was to build and improve capacity to address forest related climate change issues. Within this objective, AFF recognizes that the establishment and operationalization of human capacities are essential for an effective approach to various issues related to climate change, as well as to improve the quality of knowledge transfer. In this regard, the institution has developed and launched eight training compendiums to support capacity building and skills development on the continent to facilitate better handling of climate change issues in forestry.

The compendiums are tailored for different audiences, including those at professional and technical levels, as well as for guiding delivery of short courses. The latter also target extension agents and civil society organisations that interact with local communities; and this is the approach AFF has taken to get its information reach local communities. The training compendiums are the first of their kind in Africa, and most likely in the world, and are based on demands by African forestry and related training institutions expressed through a need's assessment conducted by AFF.

English versions of the compendiums are freely available on the AFF website. Out of these, three of the compendiums have been translated into French. Namely: (i) *Basic Science of Climate Change: a compendium for professional training in African forestry* (ii) *Basic Science of Climate Change: a compendium for technical training in African forestry* and (iii) *Basic Science of Climate Change: a compendium for short courses in African forestry*.

To build the capacity and skills on climate change issues related to forestry among African forestry stakeholders in Francophone Africa, AFF seeks editing and proofreading services for the remaining five compendiums that will be translated into French

### III. OBJECTIVE

Under the supervision of the Executive Secretary, the consultants will focus on providing editing and proofreading services for English to French translated compendiums related to forestry on (i) carbon markets and trade (ii) climate modelling and scenario development and (iii) international dialogues and processes in climate change.

### IV. SPECIFIC TASKS

The consultants will be recruited to undertake editing and proofreading services for English to French translated documents outlined in Table 1 below.

*Table 1: List of AFF translated training compendiums (English-French) for editing and proofreading*

	Document title	Language	Number of pages
1.	Carbon markets and trade: a compendium for professional training in African forestry	English	140
2.	Carbon markets and trade: a compendium for technical training in African forestry	English	72
3.	Carbon markets and trade: a compendium for short courses in African forestry	English	84
4.	Climate modelling and scenario development: a compendium for professional training in African forestry	English	92
5.	International dialogues, processes and mechanisms on climate change: compendium for professional and technical training in African forestry	English	132

### V. EXPECTED OUTPUTS

French versions of the AFF training compendiums listed above, edited and proofread.

### VI. HOW TO APPLY

Expression of interest, CVs and quotations, should be submitted by e-mail with subject line: **EXPRESSION OF INTEREST FOR PROVIDING EDITING AND PROOFREADING SERVICES FOR TRANSLATED AFF TRAINING COMPENDIUMS** addressed to: [d.gitonga@cgiar.org](mailto:d.gitonga@cgiar.org) and copied to [m.avana@cgiar.org](mailto:m.avana@cgiar.org) [g.kowero@cgiar.org](mailto:g.kowero@cgiar.org). Applications must be received by the Secretariat before or by **15 November 2021**.

**Only successful applicants will be informed of the outcome.**