**TERMS OF REFERENCE**

**SOCIO-ECONOMIC SURVEY OF FOREST VILLAGERS IN TURKEY**

1. **BACKGROUND**

In Turkey, forest villagers constitute a significant proportion of the country’s poor and are viewed as an important resource for managing forests. Similarly forests provide the villagers with an important source of direct employment, and the supply of subsistence goods and services. Over the past 35 years, migration to urban areas has reduced the population of forest villages from 18 to 7 million – a level that forest authorities consider critically low in terms of managing upland ecosystems sustainably. In addition, many of the migrants were of working age – and the remaining population in these areas are now either old or very young – leading to the issue of whether forests and pastures can be properly managed under the current model. Declining rural population and the changing demographics of villages is thought to frequently lead to such issues as:

* Reductions of overall livestock numbers but with overgrazing near settlements;
* The increasing use of fire as a tool to manage pastures with consequent increase in the number and extent of landscape fires;
* A decrease of grazing in the more distant traditional summer pastures leading initially to tall cured grasses which are a fire risk, followed by the ingress of woody vegetation which eventually leads to changing ecology that can be often be detrimental to key rare and endangered species;
* The lack in workforce to undertake key forestry activities such as thinning and maintenance activities.

This proposed study will develop a socio-economic survey of forest villagers to investigate several inter-related development issues.

* How dependent are forest villagers on forests (for timber, fuel wood, NTFPs – non timber forest products), pastures (for grazing and fodder production) and forest services (e.g. clean water, protection from erosion, etc.) for their income, subsistence and well-being?
* Do forests and forest services represent a pathway out of poverty, or does forest dependence entrench people in low income livelihoods and poverty?
* What are some of the specific determinants of migration (why did they migrate), and conversely, what are the constraints holding back those who have not? Are these constraints skills-based or more structural?
* What are the constraints to better forest and pasture management? What incentives could be developed that will improve forest and pasture management and the livelihoods of forest villagers?
* How much forest production is harvested and used informally (i.e. without official records or permissions)
1. **OBJECTIVES AND SCOPE OF WORK**

The objective of this study is to inform forest policy through a survey of forest villagers on forest dependence, poverty and migration in Turkey. The activity will also contribute to a higher level objective of understanding the linkages between poverty and forest dependence.

This work will help support the General Directorate of Forestry (GDF) in the Ministry of Forestry and Water Affairs in Turkey. This activity consists of four main tasks.

**Task 1. Develop a socio-economic survey of forest villagers**

The Consultant will develop a socio-economic survey for Turkey based on an existing forestry module developed for the World Bank’s Living Standard Measurement Surveys (LSMS). A draft survey already exists, but will require some further refinement to the issues mentioned above. The survey should include two parts, a community survey and a household survey. The community survey should cover the following topics:

* Main wood and non-wood products of the community, and main use (sales, subsistence)
* Production calendar
* Prices
* Relationship with ORKOY and services provided
* Perception of forest institutions and their role on forest conservation
* Identification of ecosystem services provided by forest and valuation

The household survey should cover the following topics:

* Individual characteristics of household members.
* Migration, including individual characteristics of migrants, type of migration (seasonal or permanent), destination, reasons of migration, duration of last migration period, economic activity of migrant in destination, reasons why non-migrants did not migrate.
* Household income sources, including production and sales of wood and non-wood products, wage income, business income, agricultural income, income from public and private transfers (including remittances sent and remittances obtained from each household member that migrated)
* Role of women in production
* Household assets
* Use of forest resources (energy, construction, etc.)
* Risks, shocks and coping
* Land use change and main characteristics of land managed (owned, rented, state-owned, etc.)
* Identification of ecosystem services of forests and valuation
* Relationship with ORKOY, services provided and participation in institutions (forest-related, local governments, agricultural organizations, water user associations, etc.)

**Task 2. Stakeholder review and sample selection**

The Consultant will review the developed survey with the GDF, World Bank and other stakeholders – including ORKOY (the Forest Village Relations Department in the GDF).

In collaboration with the World Bank and Turkish stakeholders, the Consultant will preselect geographical areas to be surveyed. The selected areas will be representative of the key issues identified under the development object above – namely where poverty and migration are known to be a significant issue, but also taking into account forest dependence and pasture management issues. Subject to final agreement between the Consultant, World Bank and GDF, the survey will be conducted in several representative forest regions (Turkey has 27 forest regions) – and the sample size would be approximately 2000 households. This household sample must be statistically representative for each of the key stratifiers. For example, one may stratify by income, forest type, grazing rights, gender, or by level of outside support. The number of households to be surveyed in each forest village will be randomly selected in coordination with the village heads, and in coordination with the World Bank and the GDF.

A key issue is to design the sample in a way that is representative of poverty. Imputation methods (such as SWIFT or survey-to-survey) will be necessary to in order to measure poverty in the interviewed communities. Thus, the consultant should take into account the sampling design of the reference surveys in order to obtain a consistent poverty measure for the new survey. Moreover, the consultant will need to identify the variables that best predict poverty in these populations, and include them in the survey.

**Task 3. Pretesting and implementation**

The Consultant will pretest the survey among a sample of randomized households in each representative location to identify any issues with question wording, clarity or in the categories of choices the respondent can make (e.g. 15-20 surveys). This will also help familiarize the enumerators with the structure of the survey. The Consultant will then revise the survey according to the results of the pretest and in consultation with the World Bank and the GDF.

Once the survey is finalized, the Consultant will deploy the team of enumerators to each sample area and supervise on a spot check basis. The Consultant will maintain daily logs of the number of surveys completed to keep track of progress and cases of non-response. The Consultant will produce monthly progress reports and deliver these to the World Bank to measure progress. In the case of household non-response, the Consultant will solicit new households selected on a random basis. The Consultant will check all returned surveys for response quality and full completion. The number of fully-completed surveys will be fixed and should be statistically representative of each forest village.

The Consultant will also hold focus group discussions in each forest village to cover issues that may not be covered in the survey instrument. This will allow for the collection of perceptual data and on issues that may be considered sensitive.

GPS coordinates will be recorded for the location of each household and, if possible, of the most important managed land, as well as of the community center.

**Task 4. Data entry, analyses and reporting**

The Consultant will construct a database and enter information from completed surveys and perform quality assurance and control, with a detailed explanation of the procedures taken. If errors are detected additional surveys should be completed in the same geographical area and in a randomized manner. The Consultant will summarize the information, perform some statistical tabulations and present the results in a report. The Consultant will deliver the report and final database to the World Bank for review. The Consultant would also be expected to present the findings at a workshop at the end of the project.

1. **DURATION AND TERMS OF ASSIGNMENT**

The length of the assignment will be approximately 7 months and must be completed by August 30, 2016. All activities will be paid on a lump-sum basis according to the payment schedule below. The estimated budget is approximately US$95,000.

The Consultant will report to the Task Team Leader of the activity, *Turkey: Support to Updating the Forest Sector Review*, Mr. Craig Meisner of the World Bank (cmeisner@worldbank.org).

1. **DELIVERABLES AND PAYMENT SCHEDULE**

All reports will be delivered in English and Turkish language.

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| **Output/Deliverables** | **Completion from****start of contract** |
| 1. Consultants’ signing of Contract and

commencement of Services | 2 weeks(mid-February, 2016) |
| 1. Updated survey instrument and sampling methodology prepared in consultation with stakeholders, and acceptable to the World Bank and GDF (Tasks 1 and 2)
 | 6 weeks(end-March, 2016) |
| 1. Completed survey pretest, revision and finalization of survey (Task 3)
 | 8 weeks(mid-April, 2016) |
| 1. Survey implementation and delivery of monthly progress reports to the World Bank (Task 3)
 | 18 weeks(end-June, 2016) |
| 1. Data entry and analyses (Task 4)
 | 20 weeks(mid-July, 2016) |
| 1. Delivery of final database to World Bank (Task 4)
 | 22 weeks(end-July, 2016) |
| 1. Final report (Task 4)
 | 26 weeks(end-Aug, 2016) |

1. **CONSULTING TEAM**

This assignment will be undertaken by a team of local experts that fully enables the satisfactory execution of the above work tasks and activities.

The following are the minimum qualifications required by the Consultant and should be specifically identified in the proposal for this assignment:

* Prior socio-economic survey development experience in Turkey.
* Experience in developing a randomized sample design in Turkey.
* Experience in implementing household-level socio-economic surveys in rural areas of Turkey.
* Experience in the design, maintenance, and data entry of a database (including data cleaning and setting up of suitable data rules) in a suitable program e.g. Excel or similar.
* Experience in producing initial statistical analyses of collected data.

The Consultant’s team should include, at least, the following key personnel:

* **Team Leader – Survey Specialist** – Experience in managing large household-level surveys in rural areas of Turkey. The team leader will coordinate all inputs of the other specialists and will be the primary point of contact with the client. Fluency in English and Turkish is a requirement. A CV at the proposal stage is required.
* **Data Specialist** – Experience in assembling databases and managing information. Experience in data quality control and error checking of survey data and information. A CV at the proposal stage is required.
* **Enumerators** – Access to a team of enumerators (approximately 10 given the sample size and timeline) who can be deployed in an efficient and timely manner. Ideally, enumerators should have previous experience in soliciting information for household-level surveys.