

Terms of Reference

Background

Bhutan Centre for Media and Democracy has initiated a citizenship education project (Project *Mikhung*) in Paro in collaboration with Paro Dzongkhag and two pilot schools. It follows a whole-school approach to citizenship education that involves teachers, schools and members from the community and decision-makers. The Project follows an experiential approach to citizenship education and targets both citizens and duty-bearers (elected leaders and the bureaucracy).

This study on citizen participation aims to assess the quality and condition of citizen participation and decision-making processes at the community level. It is expected that this study will generate strategies and insights on mechanisms as to how decentralised planning and decision-making, that is central to democracy can be strengthened, where citizens take greater onus in planning and developing their community. To this end, this research should inquire into the practices and quality of citizen participation with deeper analysis of its democratic parameters such as inclusiveness, respect for diverse voices, fairness, transparency, accountability, etc.. The study should also cover deliberation on issues and how decisions are reached at the community level; gaps in knowledge, attitude and practices etc. that need to be addressed.

This study is guided by two broad questions as follows:

- What is the quality of citizen participation in public consultations/meetings and decision-making processes at the community (*zomdues, Dzongkhag Tshogdu and Gewog Tshogde, etc.*) level?
- What essential conditions facilitate citizen participation at the local government level?

The findings from this study is intended to inform programmatic development and intervention to enhance citizen education and participation.

1. Scope & Timeline

- a. The study is for 25 man-days spread over three months starting June and ending by August. The study is based in Paro Dzongkhag.
- b. Timeline: June - 31 August 2020

- i. Submit research proposal - 1 June
 - ii. Data collection - 10 July
 - iii. Submit first draft of the report - 1 August
 - iv. Submit revised draft of the report - 15 August
 - v. Submit final report ready for print - 31 August
2. The consultant shall be responsible for overall conceptualisation of the research framework, *including but not limited to*, development of a sound methodology, interview schedules informed by a thorough review of relevant local and international literature.
3. The consultant will work in close consultation and collaboration with the research team of BCMD.
4. The consultant shall share or present drafts of the report to BCMD and constructive comments and feedback will be incorporated accordingly.
5. The final report must be edited, proof-read and print-ready with proper layout of the text, illustrations, image, infographic and pagination, etc..
6. The consultant will abide by the RUB code of ethics in research and academia.
7. BCMD holds the copyright of the report and no part of the document may be reproduced, published or transmitted in any form or by any means without the prior approval of BCMD.
8. BCMD is the sole owner of raw data generated from this study and no part or copy of it shall be retained or transmitted in any form by the consultant.
9. The assignment shall be considered completed and finalised upon satisfaction of the BCMD.