

Republic of Lithuania

Project Title: Support to the preparation of an operational land consolidation system

Project Symbol: TCP/LIT/3001

Starting Date: January 2006

Completion Date: March 2007

Government counterpart: Ministry of Agriculture

Implementing agency: The National Land Service under the Ministry of Agriculture

FAO Contribution: US\$235 000

Signed: _____

(on behalf of the Government)

Signed: _____
Jacques Diouf
Director-General
(on behalf of FAO)

Date of
Signature: _____

Date of
Signature: _____

I. BACKGROUND AND JUSTIFICATION

The Republic of Lithuania is located in the southern part of the Baltic region. The total land area of Lithuania consists of 6.53 million hectares, with agricultural land amounting to about 53 percent, and forest land to about 31 percent. Approximately 63 percent of the agricultural land is in private ownership with the remaining one third still belonging to the State. About 32 percent of forests are in private hand. Agricultural employment constitutes 18 percent of total employment and the sector contributes with approximately 7 percent to the total GDP. As for the age structure 75 percent of all farmers are older than 50 years. The current agricultural structure is unsuitable for competitive farming in today's Europe and the globalizing economy is placing especially middle-sized family farms under increasing pressure to compete with large scale corporate agriculture.

Land reform in Lithuania started as early as September 1991. The main goal was to restore private ownership rights to citizens in agricultural land, forest land and water-bodies. As of 1 July 2005, land ownership rights were restored to 691 000 citizens, recognizing approximately 91.9 percent of all claims submitted and covering an area of 3.76 million hectares. However the results of land reform process, based on political and hence equity principles, led to a structure with relatively small farm- and plot sizes, often characterized by fragmentation and absentee owners. According to the National Agricultural Census of 2003, the average farm holding is 9.1 ha; each holding averages three to four plots, often badly shaped and far from the homestead. Among other externalities these unfavourable conditions led to the abandonment of agriculture land. On the other hand, around 500 000 ha of unallocated state owned agriculture land will be earmarked for privatization once the land reform is finalized. This land reserve will be an integrated part of the national land policy aiming to improve current land use patterns and land management schemes and provides an enormous potential for improvement of agricultural structures and for facilitating rural development projects through comprehensive land consolidation projects.

Land consolidation is an important instrument to address the issue and contribute to increased productivity and hence efficiency in the agriculture sector. In general, land consolidation measures should be an integrated part of area and communal development and local land use planning efforts. By including villages and towns, and hence establishing the rural-urban nexus, land consolidation schemes can lead to improvements and upgrades in communal and other public facilities such as roads, motorways and bypasses, pathways, footpaths, public areas, water supply, sewage systems, land fill sites, energy supply, sports facilities, etc. In this way, land consolidation can facilitate better access to assets and services and consequently contribute to the overall attractiveness of a specific area.

Through the land consolidation process, selected areas will be re-organized: scattered or uneconomically shaped parcels will be consolidated to meet modern managerial requirements and re-shaped to obtain units of more favourable location, shape and size. The distance between farm location and parcel(s) will decrease resulting in less labour inputs and savings in energy and operating costs. Roads, water bodies and other common facilities are inserted and/or adapted to the new conditions: soil conservation, soil improvement, landscaping, natural resource management, environmental protection and other measures such as village renewal might be implemented in order to improve the livelihoods not only for farmers but for the rural population as a whole. Land consolidation also triggers and stimulates land

market development. Leasing contracts between co-owners, absentee owners or elderly people who intend to give up agricultural production are often stimulated by land consolidation. In addition, consolidated farms and parcels have higher market values.

As for general preconditions, land consolidation requires a suitable political and social climate and the awareness and consciousness of political leaders about the crucial role land consolidation can play in the framework of rural development. Since this type of intervention touches upon sensitive and emotional issues concerning access to land, property rights and the livelihood of rural people the land consolidation procedure has to be supported by the community, initiated by the local authority and closely monitored, supervised and endorsed by the responsible authority or agency. In order to be successful and sustainable, land consolidation has to be participatory, transparent, democratically legitimated and community-driven. Public awareness and information campaigns are crucial in this process. During the design and implementation of land consolidation procedures farmers will actively take part in decision-making processes. This is particularly important in former socialist countries given the recent history and widespread distrust in government institutions.

The Government of Lithuania has recognized the need for the development of a comprehensive land administration and land management policy. In cooperation with donors and specialized agencies, several pilot projects have been implemented. Based on this experience, the Lithuanian Parliament adopted the Law on Land including the normative framework for land consolidation in January 2004. Regulations for the preparation and implementation of land consolidation projects were adopted on 27 June 2005.

In the context of the recent EU membership, Lithuania prepared the “Single Programming Document” (SPD) for the period 2004-06. Based on this document, support from EU structural funds will be available for land consolidation but the relevant authorities need advice on how to apply for these resources.

The Government, represented by the National Land Service under the Ministry of Agriculture, has requested FAO’s technical assistance, considering the Organization’s expertise and experience in the subject matter, to support the preparation of a conceptual, methodological operational approach which would allow the practical, systematic and country-wide implementation of land consolidation schemes and projects. The TCP project includes assistance in preparing applications for support from EU structural funds for the preparation and implementation of land consolidation projects in accordance with the approach developed in the TCP project.

The TCP project proposal is in line with several government strategies and policies including:

- State Long-term Development Strategy;
- State Environmental Protection Strategy;
- Agricultural and Rural Development Strategy,
- Master Plan of the Republic of Lithuania,
- National Strategy on Sustainable Development.

As a common feature, the main objectives relate to the creation of favourable conditions for establishing competitive farming structures and to prepare a comprehensive land use strategy and land policy for the entire country.

The project is in coherence with FAO’s mandate and priorities for CEE and CIS countries concerning food security, rural development, and sustainable resource management. It

provides opportunities for effective cross-sector and multidisciplinary approaches, and allows collection and dissemination of best practices and lessons learned to other countries and regions.

II. OBJECTIVES OF THE ASSISTANCE

The overall objective of the proposed project is to contribute to a viable and sustainable agriculture structure and strengthen rural and regional development through the development of an operational land consolidation system in Lithuania. Specific objectives include:

- Improved legal, organizational and technical framework for land consolidation for different types of land (agricultural, forest).
- A national strategy to guide a national land consolidation programme;
- Improved knowledge of land consolidation projects by people who will design such projects and other selected stakeholders in government, communities and the private sector;
- Improved ability to access EU structural funds for land consolidation projects.

To achieve these objectives, the project will build on regional best practices for land consolidation and Lithuania's own experiences of earlier related initiatives. The project will assist the Government to investigate and develop a comprehensive methodology and national strategy for land consolidation. It will build capacity and provide training on aspects of land consolidation, and on the preparation of applications for EU support for specific land consolidation projects.

III. PROJECT OUTPUTS (RESULTS)

This TCP project prepares the way for a national programme on land consolidation. The main outputs are:

- Output 1: Development of a framework and strategy for an operational land consolidation system to support rural development.
- Output 2: Capacity building in land consolidation.

Output 1: Development of a framework and strategy for an operational land consolidation system to support rural development.

Output 1.1: Analysis of the legal framework as it relates to land consolidation.

Activities will include:

- Inventory and analysis of recent studies and projects on the legislation of land administration and land management in Lithuania carried out by national and international experts.
- Inventory and analysis of existing laws and regulations as they relate to land consolidation.

Output 1.2: Analysis of organizational arrangements as they relate to land consolidation.

Activities will include:

- Identification of existing organizational structures in the public (national and county level) and private sector relevant to land consolidation, and a review of their organizational, managerial and technical potentials and constraints.
- Identification of measures to be introduced in the short-term in order to avoid negative impacts on land consolidation projects.
- Development of long-term proposals for organizational arrangements.

Output 1.3: Analysis of the utilization and management of state land reserves.

Activities will include

- Review of existing policies, practices and procedures for the management of state land reserves, and an assessment of their strengths and weaknesses regarding the use of such land in land consolidation projects.
- Analysis of the linkage between the completion of privatization of land and the development of a land consolidation programme.

Output 1.4: Analysis of consolidation of private forest holdings.

Activities will include:

- Review of forest management in different sizes of forest holdings.
- Review of existing forest structures.
- Identification of the particular conditions of consolidation of private forest holdings compared with the consolidation of agricultural land.

Output 1.5: Analysis of existing rural development programmes relevant to land consolidation.

Activities will include:

- Review of relevant existing programmes, procedures and practices.
- Review of use of micro-regional plans to facilitate land consolidation in support of rural development.
- Identification of possible financing sources for the development and implementation of the land consolidation project in the selected areas.

Output 1.6: Draft proposals for a national strategy for land consolidation

Activities include the preparation of a draft paper in support of a national strategy based on the above analysis. The strategy will address the heterogeneous nature of rural society (i.e. the farming sector comprises groups with different needs and aspirations) and gender implications.

Output 1.7: Final proposals for a national strategy for land consolidation

Activities include:

- Review of the draft proposals
- Finalization of the proposals for a national strategy

Output 2: Capacity building in land consolidation

Output 2.1: Public information campaign for land consolidation projects

Activities will include:

- Preparation of a strategy for a public awareness campaign, including identification of relevant target audiences, the type of information relevant to them, and the manner in which it should be presented, and preparation of a schedule for communicating

information. Potential audiences include participants in projects (farmers, landowners), representatives and administrative staff of local government (including extension service), private sector, and the media.

- Preparation of informative materials on land consolidation for communities (farmers, local leaders and other stakeholders); and county government and administration.

Output 2.2: Manual for the design of land consolidation projects

Activities will include the preparation of a manual providing a methodology to implement the land consolidation regulations.

Output 2.3: Training programme in the design and implementation of land consolidation projects

Activities will include:

- Review of land consolidation course for planners and recommendations.
- Review of land consolidation course at the Agricultural University and schools and recommendations.
- Five training workshops for land consolidation planners. The workshops shall provide an opportunity for land consolidation planners to receive guidance of projects they are working on, and to present training on specific topics. Indicative topics are:
 - Community public awareness campaigns, and the collection of data related to needs and perspectives of stakeholders (cross-section of rural society including gender implications) and potentials and constraints.
 - The analysis of the collected data (i.e. assessment of needs and perspectives of stakeholders, and potentials and constraints), the preparation of a community development plan, the preparation of an inventory of current rights and parcels, valuation of land parcels, and negotiation techniques for re-allotment.
 - The preparation of the land consolidation plan.
 - The finalization of the land consolidation plan.
 - The transfer and registration procedures and implementation of the land consolidation plan.
- Five training workshops for county government administrators. These workshops will be related to the workshops for land consolidation planners.

Output 2.4: Manual for the application for support for EU funding for land consolidation

Activities will include the preparation of a manual for drafting applications in accordance with EU administrative guidelines.

Output 2.5: Study tour

A study tour of two appropriate persons to relevant countries will inform them of relevant best practices in land consolidation, its successful integration with other rural development measures, and in capacity building.

IV. WORK PLAN AND ACTIVITIES

The proposed duration of the project is 15 months.

- During months 1-7, a range of activities will be carried out for the design of the framework and strategy for an operational land consolidation system to support rural development. In addition, a variety of materials will be prepared for the capacity building exercise, and two training workshops each will be held for land consolidation

planners and county government staff.

- Months 8-15 will focus on capacity building of land consolidation planners and county government staff and further training workshops will be held.
- The final workshop will be held in month 15.

Month 1

- Appointment of the National Project Coordinator.
- Identification of members of the Project Steering Committee.
- Identification of national consultants and contractors.
- First ATS mission of FAO Land Registration and Cadastre Officer

Months 2 to 3

- Launch workshop combined with workshop to initiate discussion on a national land consolidation strategy
- Analysis of the legal framework
- Analysis of organizational arrangements
- Analysis of utilization and management of state land reserves
- Analysis of consolidation of private forest holdings
- Analysis of rural development programmes
- Start of preparation of draft proposals for a framework and national strategy for land consolidation
- Preparation of a strategy for a public awareness campaign
- Start of preparation of materials for a public awareness campaign
- Start of preparation of a manual on the design of land consolidation projects
- Start of preparation of a manual for application of proposals for EU support
- Preparation of training material for first workshops
- Training workshop 1 for land consolidation planners
- Training workshop 1 for county government staff
- Second ATS mission of FAO Land Registration and Cadastre Officer
- First ATS mission of FAO Legal Officer
- First ATS mission of FAO Forestry Officer
- First mission of Internal Expert on Land Consolidation

Months 4 to 5

- Finalization of draft proposals for a framework and national strategy for land consolidation
- Start of review of draft proposals for a framework and national strategy for land consolidation and presentation at a workshop
- Finalization of materials for a public awareness campaign
- Finalization of a manual on the design of land consolidation projects
- Finalization of a manual for application of proposals for EU support
- Preparation of training material for second workshops
- Training workshop 2 for land consolidation planners
- Training workshop 2 for county government staff
- Third ATS mission of FAO Land Registration and Cadastre Officer
- Second ATS mission of FAO Legal Officer
- Second ATS mission of FAO Forestry Officer
- Second mission of Internal Expert on Land Consolidation

- Mission of International Expert on Micro-regional Planning

Months 6 to 7

- Finalization of review of draft proposals for a framework and national strategy for land consolidation
- Finalization of proposals for a framework and national strategy for land consolidation
- Study tour

Months 8 to 9

- Preparation of training material for third workshops
- Training workshop 3 for land consolidation planners
- Training workshop 3 for county government staff
- Fourth ATS mission of FAO Land Registration and Cadastre Officer
- Third mission of Internal Expert on Land Consolidation

Months 10 to 11

- Preparation of training material for fourth workshops
- Training workshop 4 for land consolidation planners
- Training workshop 4 for county government staff
- Fourth mission of Internal Expert on Land Consolidation

Months 12 to 14

- Preparation of training material for fifth workshops
- Training workshop 5 for land consolidation planners
- Training workshop 5 for county government staff
- Fifth ATS mission of FAO Land Registration and Cadastre Officer
- Fifth mission of Internal Expert on Land Consolidation

Month 15

- Final workshop
- Sixth ATS mission of FAO Land Registration and Cadastre Officer

V. CAPACITY BUILDING

Capacity building is a core element of the TCP project. One output focuses on the building of capacity in key aspects of land consolidation for land consolidation planners who are selected to design and implement land consolidation projects. Training will also be provided to staff of county governments who are responsible for preparing applications for EU support for land consolidation projects. In addition, a public information campaign is intended to increase knowledge about land consolidation (benefits and constraints, procedures, etc) among potential beneficiaries of projects (farmers, landowners), county and local governments, and the private sector. A study tour will further provide an opportunity for two appropriate people to learn of best practices being used in two selected countries.

VI. INPUTS TO BE PROVIDED BY FAO

1. Personnel

National Consultants

- National land administration expert /Team Leader: three months WAE (When Actually Employed) (TORS in Annex 2);
- National legal expert on land issues: two months WAE (TORS in Annex 3);
- National forestry expert: two months WAE (TORS in Annex 4);
- National expert on EU structural funds and rural development: four months WAE (TORS in Annex 5);
- National expert on public awareness: three months WAE (TORS in Annex 6).

International Consultants

- International expert on land consolidation: six weeks in five missions (TORS in Annex 7);
- International expert of micro-regional planning: one week in one mission (TORS in Annex 8).

FAO Supervisory Technical Service (ATS)

- Land Registration and Cadastral officer (SDAA): six weeks in six missions (TORS in Annex 9);
- Development Law Service officer (LEGN): two weeks in two missions (TORS in Annex 10);
- Forestry officer (SEUM): two weeks in two missions (TORS in Annex 11).

2. Duty Travel

To cover in-country travels of FAO and project staff for the implementation of the project activities.

3. Contracts

One contract for US\$18,000 will be prepared for an appropriate local organization to prepare a manual for the design of land consolidation projects and training material (TORS in Annex 12).

4. General Operating Expenses

To cover miscellaneous expenses required in the field for the operation of the project (communication costs, printing and reproduction costs, fuel, other transportation costs) including US\$ 1,000 for project report elaboration.

5. Materials and Supplies.

Materials and supplies for the implementation of the training component.

6. Equipment

Basic equipment required for the implementation of the project field and training activities, and for the preparation of recommendations and guidelines:

- Computer and software, including software to support land consolidation activities
- Printer and plotter
- Photocopier
- Accessories and other

7. Direct Operating Costs

To cover miscellaneous expenses at FAO related to the implementation of the project.

8. Training

(1) National Workshops: (US\$6 000)

- (a) A one-day start-up workshop at the project inception for the definition of the project orientations, and to launch the preparation of the national land consolidation strategy.
- (b) A one-day workshop to present the draft national land consolidation strategy.
- (d) A one-day final workshop at the end of the project to discuss the project results, recommendations and follow-up steps.

The Government will cover the cost of the overall organization of each workshop and the participation of national staff. Project provision is only made, as a complement to the Government contribution, to cover for the participation of local stakeholder representatives for each workshop, and possibly additional participants from adjacent countries at the final workshop.

Estimated costs: US\$2 000 for each workshop.

(2) Training Workshops: (US\$5 000)

Five training workshops will be held for land consolidation planners, with a workshop approximately every three months. Workshops will provide guidance to land consolidation planners regarding projects they are working on, and will provide training on specific topics to be defined at the project inception.

Estimated costs: US\$1 000 for each workshop.

(3) Training for county government:

Five workshops will be held for staff of county governments.

(4) Study tour: (US\$10 000)

To European countries with proven land consolidation record for two participants with relevant experiences in land consolidation for two weeks.

Estimated cost: US\$10 000.

VII. REPORTING

The National Project Coordinator, in collaboration with project consultants, will submit to FAO quarterly reports in English on project activities.

All project consultant and contractors as well as FAO backstopping officers will prepare mission reports, with conclusions and recommendations, after each mission.

The National Project Coordinator, in collaboration with project consultants and FAO officers, will prepare a draft Terminal Statement in accordance with TCP procedures, for finalization at FAO Headquarters by SDAA and submission to the Government of Lithuania. The Terminal Statement will be based on the major findings and recommendations of the project staff and consultants.

All reports should be submitted in English and translated into Lithuanian at the expense of the Government of Lithuania.

VIII. GOVERNMENT CONTRIBUTION AND SUPPORTING ARRANGEMENTS

The Government, through the National Land Service under the Ministry of Agriculture of the Republic of Lithuania, will be responsible for the execution of the project and for the mobilization of all counterpart inputs, including the co-ordination with other concerned national institutions, agencies or centres. It will thus nominate and cover for the emoluments of a co-ordination team and a National Project Co-ordinator (TORs in Annex 1) to support the project co-ordination and monitoring for the whole project duration.

The Government will nominate and assign to the project all counterpart personnel to participate in both the implementations of the project activities and training. It will also facilitate the selection of other stakeholders to be involved in the above.

The Government will further provide hosting and office facilities, telecommunication facilities, local transport, administrative and translation support for the project activities. It will make available to the project experts all existing information relevant to the project activities.

The Government will implement the public awareness strategy and print information materials developed through the TCP project.

In addition, the Government will make all necessary arrangements for clearance of consultants, customs clearance of equipment, and tax-free local purchase of project equipment and supplies. The Government will assist in organising and implementing the workshops and will bear all expenses related to the start-up and final events. The Government will provide training venues and facilities for all training sessions.

IX. BUDGET

Country: **Lithuania**

Project title: **Support to the preparation of an operational land consolidation system**

Project symbol: **TCP/LIT/3003 (A)**

Comp.	Component Description	Sub Components	Main Component
5013	Consultants		56,700
5542	Consultants – International	14,700	
5543	Consultants – National	42,000	
5544	Consultants - TCDC/TCCT	-	
5545	Consultants - Retired Experts	-	
5014	Contracts		18,000
5650	Contracts Budget	18,000	
5020	Overtime		5,000
5652	Casual Labour – Temporary Assistance	5,000	
5021	Travel		62,928
5661	Duty travel others	-	
5684	Consultants – International	19,848	
5685	Consultants – National	-	
5686	Consultants - TCDC/TCCT	-	
5687	Consultants - Retired Experts	-	
5694	Travel – Training	10,000	
5692	Travel - Technical Support Services	33,080	
5023	Training		11,000
5920	Training Budget	11,000	
5024	Expendable Equipment		5,000
6000	Expendable Equipment Budget	5,000	
5025	Non Expendable Equipment		15,000
6100	Non Expendable Equipment Budget	15,000	
5027	Technical Support Services		37,748
6111	Report costs	1,850	
6116	Evaluation	1,000	
6120	Technical Support Services (Honorarium)	34,898	
5028	General Operating Expenses		8,250
6300	General Operating Expenses Budget	8,250	
5029	Support Cost		15,374
6118	Direct Operating Costs	15,374	
	Grand Total		235,000

TERMS OF REFERENCE

National Project Co-ordinator (Government contribution)

The National Project Co-ordinator (NPC) will be appointed by the National Land Service under the Ministry of Agriculture of the Republic of Lithuania (NLS) for the duration of the project implementation. In close co-operation with other national institutions and with the project team of national and international experts, he/she will be overall responsible for the management and co-ordination of all government inputs, and for supporting the smooth implementation of the project activities. In particular he/she will:

- Ensure the setting-up, operation and maintenance of the project office in the Ministry of Agriculture in Vilnius and in the project area, make the necessary logistical and travel arrangements for the experts and consultants involved and purchase office equipment;
- Ensure the preparation of the detailed project work plan;
- Supervise and monitor the performance and progress made by the national consultants, international experts and subcontractors;
- Ensure collection of all essential documents and material relevant to project implementation;
- Assist in the identification and recruitment of national consultants and other resource people as needed;
- Provide support to consultants and counterparts in carrying out the planned project activities;
- Arrange meetings, visits, interviews and working sessions for consultants with relevant resource people in government as well as non governmental organisations;
- Ensure all administrative and logistical arrangements for project activities and consultants, especially for the start-up, mid-term and final workshops including invitations to participants and resource people both within and outside of Lithuania;
- Organize the start-up, mid –term and final workshops;
- Make all necessary arrangements and facilitation for the establishment of the pilot site after the beginning of the project;
- Ensure that the project activity is adequately integrated into government programmes and plans and that a long term plan for land consolidation, sustainable land use and land management is developed and a network of supporting organisations established;
- Submit to FAO quarterly progress reports in English on project activities;
- Prepare the Terminal Statement of the project.

Qualifications and Experience

The National Project Co-ordinator will be a high-level government representative with good contacts and leverage to other line ministries, agencies and organisations. He/she will have significant knowledge about the situation in rural areas in Lithuania and be familiar with relevant policies, project and programs. He/she will have significant liaison co-ordination and team building skills. Good report writing is essential.

Duty Station

Vilnius and project area.

TERMS OF REFERENCE

National Consultant on Land Administration/Team Leader

(three months, WAE)

Under the overall operational supervision of the FAO Regional Representative for Europe, the technical supervision of SDAA/SEUR and in close collaboration with the National Project Coordinator and other Lithuanian authorities, the international experts and national consultants and contractor, the consultant will carry out the following activities:

- Assist the National Project Coordinator, international experts and national consultants and contractor in the formulation of the relevant activity and work-plans;
- Analyze organizational arrangements as they relate to land consolidation; including:
 - Identification of existing organizational structures in the public sector (at central and decentralized levels) and the private sector that are relevant to land consolidation, and analysis of their organizational, managerial and technical potentials and constraints.
 - Identification of measures that could be introduced in the short-term to address constraints and take advantage of opportunities.
 - Development of longer-term proposals for organizational arrangements.
- Analyze the utilization and management of state land reserves.
 - Review of existing policies, practices and procedures for the management of state land reserves, and an assessment of their strengths and weaknesses regarding the use of such land in land consolidation projects.
 - Analysis of the linkage between the completion of privatization of land and the development of a land consolidation programme.
- Lead the preparation of draft proposals for a national land consolidation strategy, in co-ordination with the national legal expert, national forestry expert, and national expert on EU structural funds and rural development;
- Present the draft proposals for review by government and others, in co-ordination with the national legal expert, national forestry expert, and national expert on EU structural funds and rural development;
- Lead the finalization of the proposals for a national land consolidation strategy, in co-ordination with the national legal expert, national forestry expert, and national expert on EU structural funds and rural development.
- Participate in relevant project workshops and seminars;
- Carry out other activities within the technical competence as requested by the national team leader and the FAO officers;

Qualifications and Experience

The national consultant should have recognized qualifications and sound expertise in land administration and land management in Lithuania. He/she should be familiar with the relevant normative framework and possess good communication skills. He/she will have significant project management and team building capacity. Good report writing skills and working knowledge of English are essential.

Duty Station

Vilnius

TERMS OF REFERENCE

National Legal Expert on Land Issues

(two months, WAE)

Under the operational direction of the FAO Regional Office for Europe (REU), the technical supervision of the Chief of the Development Law Service (LEGN), the technical guidance of SDAA/SEUR, and in close collaboration with the National Project Coordinator and other Lithuanian authorities, the international experts and national consultants and contractor, the consultant will carry out the following activities:

- Analyze the legal framework as it relates to land consolidation.
 - Inventory and analysis of recent studies and projects on the legislation of land administration and land management in Lithuania carried out by national and international experts.
 - Inventory and analysis of existing laws and regulations as they relate to land consolidation.
- Prepare relevant sections of draft proposals for a national land consolidation strategy, in co-ordination with the national land administration expert, national forestry expert, and national expert on EU structural funds and rural development;
- Present the draft proposals for review by government and others, in co-ordination with the national land administration expert, national forestry expert, and national expert on EU structural funds and rural development;
- Finalize the proposals for a national land consolidation strategy, in co-ordination with the national land administration expert, national forestry expert, and national expert on EU structural funds and rural development;
- Participate in relevant project workshops and seminars;
- Carry out other activities within the technical competence as requested by the national team leader and the FAO officers;

Qualifications and Experience

The national consultant should have recognized qualifications and sound expertise in land law and its implementation in Lithuania. He/she should be familiar with the relevant normative framework and possess good communication skills. Good report writing skills and working knowledge of English are essential.

Duty Station

Vilnius

TERMS OF REFERENCE

National Forestry Expert

(two months, WAE)

Under the overall operational supervision of the FAO Regional Representative for Europe, the technical supervision of SEUR Forestry Officer and in close collaboration with the National Project Coordinator and other Lithuanian authorities, the international experts and national consultants and contractor, the consultant will carry out the following activities:

- Analyze the consolidation of private forest holdings.
 - Review of forest management in different sizes of forest holdings.
 - Review of existing forest structures.
 - Identification of the particular conditions of consolidation of private forest holdings compared with the consolidation of agricultural land.
- Prepare relevant sections of draft proposals for a national land consolidation strategy, in co-ordination with the national land administration expert, national legal expert, and national expert on EU structural funds and rural development;
- Present the draft proposals for review by government and others, in co-ordination with the national land administration expert, national legal expert, and national expert on EU structural funds and rural development;
- Finalize the proposals for a national land consolidation strategy, in co-ordination with the national land administration expert, national legal expert, and national expert on EU structural funds and rural development;
- Participate in relevant project workshops and seminars;
- Carry out other activities within the technical competence as requested by the national team leader and the FAO officers;

Qualifications and Experience

The national consultant should have recognized qualifications and sound expertise in forest management and tenure in Lithuania. He/she should be familiar with the relevant normative framework and possess good communication skills. Good report writing skills and working knowledge of English are essential.

Duty Station

Vilnius

TERMS OF REFERENCE

National Expert on EU Structural Funds and Rural Development

(four months, WAE)

Under the overall operational supervision of the FAO Regional Representative for Europe, the technical supervision of SDAA/SEUR and in close collaboration with the National Project Coordinator and other Lithuanian authorities, the international experts and national consultants and contractor, the consultant will carry out the following activities:

- Analyze existing rural development programmes relevant to land consolidation.
 - Review of relevant existing programmes, procedures and practices.
 - Review of use of micro-regional plans to facilitate land consolidation in support of rural development.
 - Identification of possible financing sources for the development and implementation of the land consolidation project in the selected areas.
- Prepare relevant sections of draft proposals for a national land consolidation strategy, in co-ordination with the national land administration expert, national legal expert, and national forestry expert;
- Present the draft proposals for review by government and others, in co-ordination with the national land administration expert, national legal expert, and national forestry expert;
- Finalize the proposals for a national land consolidation strategy, in co-ordination with the national land administration expert, national legal expert, and national forestry expert;
- Prepare a manual for drafting applications for land consolidation projects in accordance with EU administrative guidelines.
- Participate in relevant project workshops and seminars;
- Carry out other activities within the technical competence as requested by the national team leader and the FAO officers;

Qualifications and Experience

The national consultant should have recognized qualifications and sound expertise regarding EU structural funds and rural development programmes in Lithuania. He/she should be familiar with the relevant normative framework and possess good communication skills. Good report writing skills and working knowledge of English are essential.

Duty Station

Vilnius

TERMS OF REFERENCE

National Expert on Public Awareness

(three months, WAE)

Under the overall operational supervision of the FAO Regional Representative for Europe, the technical supervision of SDAA/SEUR and in close collaboration with the National Project Coordinator and other Lithuanian authorities, the international experts and national consultants and contractor, the consultant will carry out the following activities:

- Prepare a strategy for a public awareness campaign, including identification of relevant target audiences, the type of information relevant to them, and the manner in which it should be presented, and preparation of a schedule for communicating information. Potential audiences include participants in projects (farmers, landowners), representatives and administrative staff of local government (including extension service), private sector, and the media.
- Prepare informative materials on land consolidation for communities (farmers, local leaders and other stakeholders); and county government and administration.
- Participate in relevant project workshops and seminars;
- Carry out other activities within the technical competence as requested by the national team leader and the FAO officers;

Qualifications and Experience

The national consultant should have recognized qualifications and sound expertise regarding public awareness campaigns related to land administration projects in Lithuania. He/she should possess good communication skills. Good report writing skills and working knowledge of English are essential.

Duty Station

Vilnius

TERMS OF REFERENCE

International Expert in Land Consolidation

(Six weeks in five missions)

Under the overall operational supervision of the FAO Regional Representative for Europe, the technical supervision of SDAA/SEUR and in close collaboration with the National Project Coordinator and other Lithuanian authorities, the international experts and national consultants, the consultant will carry out the following activities:

First mission

- Assist the national consultants and government experts by providing guidance with the development of a national land consolidation strategy;
- Prepare training material on land consolidation for a first training workshop for land consolidation planners (indicative topic is on the basics of land consolidation, and detailed training on the design and implementation of a public awareness campaign in a community and the design and implementation of appropriate methods to collect data related to the needs and perspectives of stakeholders, and the potentials and constraints for land consolidation in a community);
- Prepare training material on land consolidation for a first training workshop for county government staff;
- Present training courses for land consolidation planners and county government staff, including answering questions;
- Prepare a mission report.

Second mission

- Assist the national consultants and government experts by providing guidance with the development of a national land consolidation strategy;
- Prepare training material on land consolidation for a second training workshop for land consolidation planners (indicative topic is on the analysis of data collected on needs and perspectives of stakeholders and on potentials and constraints of land consolidation; the preparation of a community development plan including alternative scenarios and the selection and finalization of a preferred scenario; preparation of inventory of existing land rights and parcels (“plan 1”); negotiation techniques for the re-allotment; and valuation);
- Prepare training material on land consolidation for a second training workshop for county government staff;
- Present training courses for land consolidation planners and county government staff, including answering questions;
- Prepare a mission report.

Third mission

- Prepare training material on land consolidation for a third training workshop for land consolidation planners (indicative topic is on the preparation of the re-allotment plan, i.e. the design of the best re-allotment plan given pre-conditions and for the majority of interested landowners);
- Prepare training material on land consolidation for a third training workshop for county government staff;
- Present training courses for land consolidation planners and county government staff, including answering questions;
- Prepare a mission report.

Fourth mission

- Prepare training material on land consolidation for a fourth training workshop for land consolidation planners (indicative topic is on the finalization of the re-allotment plan);
- Prepare training material on land consolidation for a fourth training workshop for county government staff;
- Present training courses for land consolidation planners and county government staff, including answering questions;
- Prepare a mission report.

Fifth mission

- Prepare training material on land consolidation for a fifth training workshop for land consolidation planners (indicative topic is on the implementation of the re-allotment plan);
- Prepare training material on land consolidation for a fifth training workshop for county government staff;
- Present training courses for land consolidation planners and county government staff, including answering questions;
- Prepare a mission report.

Qualifications

The expert should have more than ten years of professional experience in land consolidation, with relevant experience in preferably in countries of Central and Eastern Europe. Good analytic and report writing skills are essential. Working knowledge of English and ability to work in a multi-disciplinary team is essential.

Duty station

Vilnius

TERMS OF REFERENCE**International Expert in Micro-regional Planning**

(One week in one mission)

Under the overall operational supervision of the FAO Regional Representative for Europe, the technical supervision of SDAA/SEUR and in close collaboration with the National Project Coordinator and other Lithuanian authorities, the international experts and national consultants, the consultant will carry out the following activities:

- Assist the national consultants and government experts by providing guidance with the development of a national land consolidation strategy;
- Prepare training material on land consolidation for a second training workshop for land consolidation planners (indicative topic is on the preparation of a community development plan including alternative scenarios and the selection and finalization of a preferred scenario);
- Prepare training material on land consolidation for a second training workshop for county government staff;
- Present training courses for land consolidation planners and county government staff, including answering questions;
- Prepare a mission report.

Qualifications

The expert should have more than ten years of professional experience in micro-regional planning/community area development planning in the context of rural development, and with relevant experience in countries of Central and Eastern Europe. Good analytic and report writing skills are essential. Working knowledge of English and ability to work in a multi-disciplinary team is essential.

Duty station

Vilnius

TERMS OF REFERENCE

FAO Advisory Technical Service (ATS) Land Registration and Cadastre Officer (SDAA) (Six weeks in six missions)

Under the operational direction of the FAO Regional Office for Europe (REU) and the technical supervision of the Chief of SDAA, the officer together will be responsible for the coordination of the FAO project inputs and the overall execution of the activities as indicated in the project document, in close collaboration with the National Project Coordinator and other Lithuanian authorities, the international experts and national consultants. More specifically the officer will undertake the following tasks:

First mission

- Participate in the identification and recruitment of national consultants and international experts;
- Discuss with the National Land Service the necessary arrangements to facilitate the start-up of the project;
- Discuss arrangements for the organization of the inception workshop of the project;
- Assist in defining the project preliminary work programme and prioritization of activities;
- Assist in the setting-up of the project office;

Second mission

- Together with selected team members refine the project preliminary work programme;
- Participate in the inception workshop: a) Discussion of the area development scheme and draft activity plan; b) Identification of key stakeholders; c) priority setting; available resources and capacities, training needs; d) commitments; and e) selection of a local project committee;
- Participate in the first training workshops for land consolidation planners and county government staff;
- Prepare a mission report.

Third mission

- Continue with the overall technical assistance and guidance to the project consultants, and monitor project progress and achievements;
- Participate in the second training workshops for land consolidation planners and county government staff;
- Prepare a mission report.

Fourth mission

- Continue with the overall technical assistance and guidance to the project consultants, and monitor project progress and achievements;
- Participate in the third training workshops for land consolidation planners and county government staff;
- Prepare a mission report.

Fifth mission

- Continue with the overall technical assistance and guidance to the project consultants, and monitor project progress and achievements;
- Participate in the fifth training workshops for land consolidation planners and county government staff;
- Prepare a mission report.

Sixth mission

- Continue with the overall technical assistance and guidance to the project consultants, and monitor project progress and achievements;
- Discuss specific project issues with Government representatives;
- Assist in the preparation of the final workshop;
- Participate in the evaluation of the different project activities;
- Assist with the presentation of final documents, recommendations and guidelines to the policy makers;
- Facilitate appropriate circulation of books, CD-Rom and other documents prepared, including to neighbouring countries if needed;
- Assist with the definition of follow-up activities;
- Contribute to the preparation of terminal statement;
- Prepare a mission report.

Duty station

Vilnius

TERMS OF REFERENCE**FAO Advisory Technical Services (ATS)****Development Law Service (LEGN)**

(Two weeks in two missions)

Under the operational direction of the FAO Regional Office for Europe (REU), the technical supervision of the Chief of the Development Law Service (LEGN), and in close consultation with SDAA/SEUM, the National Project Coordinator and other Lithuanian authorities, the international experts and national consultants, the officer will:

First mission

- Assist the project team in the selection of the national legal expert on land issues;
- Provide technical inputs and guidance to the national legal expert in the preparation of a detailed work-plan and assignment plan;
- Contact relevant stakeholders;
- Prepare a mission report.

Second mission

- Supervise and monitor the work of the national legal expert;
- Contribute to the preparation of recommendations and guidelines for the Government;
- Assist in the formulation of follow-up activities;
- Prepare a mission report.

Duty station

Vilnius

TERMS OF REFERENCE**FAO Advisory Technical Services (ATS)****Forestry Officer (SEUR)**

(Two weeks in two missions)

Under the operational direction of the FAO Regional Office for Europe (REU), the technical supervision of the Director of the Forest Products and Economics Division (FOP), and in close consultation with SDAA/SEUM, the National Project Coordinator and other Lithuanian authorities, the international experts and national consultants, the officer will:

First mission

- Assist the project team in the selection of the national forestry expert;
- Provide technical inputs and guidance to the national forestry expert in the preparation of a detailed work-plan and assignment plan;
- Contact relevant stakeholders;
- Prepare a mission report.

Second mission

- Supervise and monitor the work of the national forestry expert;
- Contribute to the preparation of recommendations and guidelines for the Government;
- Assist in the formulation of follow-up activities;
- Prepare a mission report.

Duty station

Vilnius

CONTRACT

The contractor will prepare the following outputs:

Description of activities

- a) Manual for the design of land consolidation projects:
 - i) Prepare a manual that provides a methodology to implement the land consolidation regulations.
- b) Training material for land consolidation planners and county government staff:
 - i) Review existing land consolidation course for planners and provide recommendations.
 - ii) Review existing land consolidation course at the Agricultural University and schools and prepare recommendations.
 - iii) For each training workshop prepare appropriate training materials:
 - Translate the material prepared for the workshops by international experts into Lithuanian.
 - Expand the material as appropriate by documenting any elaboration during the presentation of the material at workshops by international experts;
 - Document relevant case studies that are presented during the training workshop by land consolidation planners and county government staff.
 - iv) Prepare an integrated set of training materials incorporated the documents prepared for each training workshop.

Definition of outputs

- a) An inception report containing a detailed work plan regarding activities and time schedules and a breakdown of expenses to be used.
- b) Quarterly progress reports outlining the progress of the activities, results achieved and problems encountered in the implementation as well as a breakdown of expenses.
- c) Manual for the design of land consolidation projects:
- d) Training material for land consolidation planners and county government staff:

Duration and timing

- a) The activities should run for 14 months from the date of signature of the agreement. Timing of specific activities will be as required to meet the objectives of the project as laid out in the project's work plan and coordinated with the National Project Coordinator.
- b) The manual for the design of land consolidation projects should be completed 3 months after signature
- c) The integrated set of training materials should be completed 14 months after signature.

Budget

- a) The approximate contract value is US\$18,000.