

Terms of Reference for the IAI "Zero Evictions Guide"

Introduction

Just a few months away from the culmination of the agreement with the Basque government (ZUZ-2009BA/0010 IAI) (28/02/12), the time is right to ensure completion of the project to **elaborate an anti-evictions guide**, the expected product of the "Zero Evictions Campaign for housing security" component, completing the consolidation and expansion of the warning system and its Antennas.

In addition, it is vital for our work to focus on the next phase, based on the **2011-2016 strategic lines** drawn up by the IAI, which include creating this tool to build the Urban and Communitarian Way and work for a new Urban Social Pact rooted in human and environmental rights and inhabitants' responsibility.

Why the Invitation?

This product must have g-local characteristics and combine analysis of accumulated experiences with future prospects and technical aspects. This is why the elaboration process cannot be divided up between all the Antennas.

The Invitation is open to all members of the IAI Coordination and Technical Support Committees and seeks to produce the best possible results within the time available.

Who can make proposals?

Colleagues who can elaborate products based on analysis, assessments and proposals arising from the experiences built up during the Zero Evictions Campaign, in a global context and looking at possible allies.

The proposal can be individual or made by a team whose members do not necessarily have to be from the same country, but each with clear working capacities and responsibilities, both individual and collective.

The team could immediately propose itself or could be formed in a second stage, prior to approval by those involved.

How and when must the proposal be presented?

- A covering letter must accompany a proposal for end products, along with the methodology, schedule and costs, to be delivered by 15 November 2011
- Written in your native language (Spanish, English, French, Portuguese, Italian)
- On a maximum of 3 pages.
- Enclosing individual CVs.

What characteristics must the proposals have?

1. 2004-2011: Seven years of the Zero Evictions Campaign. Analysis and proposals that respond to the global challenge (provisional title, to be defined in the proposal) (maximum of 15 pages)

The main database can be found on www.habitants.org (in Spanish, English, French, Portuguese, Italian and Russian). The IAI's overall coordination and Antennas are taking on responsibility for providing the requested additional informations.

- a) Compilation and analysis of the experiences built up by the IAI on evictions and campaigns:
- quantity and scope, proposals, type of mobilization, alliances, successes, number of cases won and homes saved (firm agreements, laws passed, etc.);
 - changes over time. You need to provide a clear picture of the stages and components of each campaign in order to highlight shared factors and specific factors;

- actors' different roles during each campaign (organizations, NGOs, lawyers, media, local and national authorities, supra-national institutions).

b) Elements for assessing the Zero Evictions Campaign (lessons learnt):

- concrete results obtained relating to evictions. Analyze if the campaigns were useful, including in terms of the effect on public opinion and perception:
 - impact;
 - weaknesses, potential;
 - mobilization capacity and efficiency compared to other projects and/or proposals on evictions and campaigns (WAI Liaison Committees, other networks, United Nations; etc.).

c) Resulting proposals:

- critical path (warning system, etc.);
- tools;
- alliances.

d) Analysis of the global context relating to evictions in the urban and rural sectors:

- quantity, causes, scope, impacts;
- the different economic, institutional and social actors;
- allies.

e) Identification of partners to develop instruments and campaigns from now until 2016

2. G-local solidarity: the Zero Evictions Guide. A guidebook for tackling evictions in your neighbourhood and area (provisional title, to be defined in the proposal) (maximum of 25 pages, + appendices + photos, in ordinary language)

a) Evictions: g-local causes and indicators relating to violations of the right to land and housing

b) What is the Zero Evictions Campaign? A g-local response and indicator of solidarity directed at living well on our planet

c) The Zero Evictions Campaign's critical path

- Unity and convergences, the basis of achievements
- The warning system: from the neighbourhood to the world via the internet and other media
- Giving g-local inhabitants a stronger voice: circulating information and launching appeals
- Creating Joint Zero Evictions task forces
- The various actors' roles: in local neighbourhoods, in the city, nationally, internationally
 - Dialogue and negotiation
 - Resistances

d) Appendices:

- main international regulations on the right to land and housing (including links);
- local innovative regulations on Zero Evictions.

Specify the information to be gathered at the national/local level in order to adapt it to suit each country.

What are the phases and time scales?

Phase 1: from 20/11/2011 to 31/12/2011

Elaboration and delivery of: "2004-2011: Seven years of the Zero Evictions Campaign. Analysis and proposals that respond to the global challenge "

Phase 2: from 1/01/2012 to 21/01/2012

Assessment and feedback by the IAI

Phase 3: from 1/01/2012 to 29/02/2012

Elaboration and delivery of: "G-local solidarity: the Zero Evictions Guide. A guidebook for tackling evictions in your neighbourhood and area"

Phase 4: from 1/03/2012 to 31/03/2012

Assessment and feedback by the IAI

Phase 5. 1/4 - 30/4.

Final modifications by the work team

Phase 6. from 30/4/2012 on

Graphical design of the Guide.

1 June 2012. Launch of the Guide at Rio +20.

What is the available budget?

Up to €5,000.00, depending on the approved budget and schedule

What criteria will be used to select the proposal?

60 points: proposal's conformity with the Terms of Reference

- motivation
- knowledge of the IAI
- autonomy in searching for the required information and documents in the IAI website's language
- writing experience
- lucidity in terms of the products that will be delivered

10 points: proposal methodology

10 points: product quality/cost ratio

10 points: respect of gender criteria in the proposal

10 points: feasibility of proposed partnerships for disseminating and implementing the Guide

Who assesses the proposals and selects the winner?

The IAI Coordination Committee, based on previously defined assessment criteria, by 20/11/11.