### Terms of Reference Purpose and scope of the assignment

An overall approach and method for conducting project terminal evaluations of UNDP supported GEF-financed projects has developed over time. The evaluator is expected to frame the evaluation effort using the criteria of relevance, effectiveness, efficiency, sustainability, and impact, as defined in the UNDP Guidance for Conducting Terminal Evaluations of UNDP-supported, GEF-financed Projects. A set of questions covering each of these criteria was drafted and is included with this TOR. The evaluator is expected to amend, complete and submit this matrix as part of an evaluation inception report, and shall include it as an annex to the final report.

The evaluation must provide evidence-based information that is credible, reliable and useful. The evaluator is expected to follow a participatory and consultative approach ensuring close engagement with local stakeholders, in particular the GEF Operational Focal Point, GEF SGP Country Office, project team, UNDP GEF Technical Adviser, WHO staff, and relevant stakeholders. Interviews will be held with the following organizations and individuals at a minimum: WHO Headquarters, GEF SGP and Ministry of Health in the 7 pilot countries.

The evaluator will review all relevant sources of information, such as the project document, project reports – including annual PIR, project budget revisions, mid-term review, progress reports, project files, and any other materials that the evaluator considers useful for this evidence-based assessment.

### Evaluation Criteria and Ratings

And assessment of project performance will be carried out, based against expectations set out in the retrofitted Project Logical Framework, which provides performance and impact indicators for project implementation along with their corresponding means of verification. The evaluation will at a minimum cover the criteria of: relevance, effectiveness, efficiency, sustainability, and impact.

Project finance/ co-finance

The evaluation will assess the key financial aspects of the project, including the extent of co-financing planned and realized. Project cost and funding data will be required, including annual expenditures. Variances between planned and actual expenditures will need to be assessed and explained. The evaluator will receive assistance from the project team to obtain financial data in order to complete the co-financing table.

### Mainstreaming

UNDP-supported GEF-financed projects are key components in UNDP country programming, as well as regional and global programmes. The evaluation will assess the extent to which the project was successfully mainstreamed with other UNDP priorities, including poverty alleviation, improved governance, the prevention and recovery from natural disasters, and gender.

The evaluator will assess the extent to which the project is achieving impacts or progressing towards the achievement of impacts. Key findings that should be brought out in the evaluation include whether the project has demonstrated improvements in the impacts included in the logical framework.

### Conclusions, recommendations and lessons

The evaluation report must include a chapter providing a set of conclusions, recommendations and lessons.

### Implementation arrangements

The principal responsibility for managing this evaluation resides with UNDP and WHO. The Project Team will be responsible for liaising with the evaluator to set up stakeholder interviews, coordinate with the Governments and national stakeholders in the pilot countries.

### Evaluation deliverables

The consultant is expected to deliver the following:

* Inception report: the evaluator provides clarifications on timing and methods no later than two weeks before the evaluation is finalized. Evaluator submits report to UNDP and WHO.
* Draft final report (per template) with annexes; within 2 weeks of the end of the consultancy. Sent to countries and reviewed by UNDP and WHO.
* Final revised report; within 1 week of receiving UNDP and WHO comments on draft; sent to GEF EO for uploading to relevant sites and PIMS.

### Evaluator Ethics

Evaluation consultants will be held to the highest ethical standards and are required to sign a code of conduct upon acceptance of the assignment. UNDP evaluations are conducted in accordance with the principles outlined in the UNEG “Ethical Guidelines for Evaluations”