

## EXTERNAL EVALUATION OF PBF CROSS-BORDER PROJECT BURUNDI - TANZANIA

### TOR FOR A PARTICIPATION IN EVALUATION MISSION OF THE FORMER PROJECT COORDINATOR

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#### I. Background

The UN Peace Building Fund approved the financing of a Cross-border Project entitled "*Preventing conflict and building peace through addressing the drivers of conflict and instability associated with forced displacement between Burundi and Tanzania*". The project has been implemented from 15<sup>th</sup> December 2017 to 31<sup>st</sup> March 2019 by three agencies, both on the Burundi and Tanzania sides: IOM, UNHCR and UNDP, with UNDP ensuring the overall project coordination through the Nairobi Office. Hence, UNDP/Burundi had recruited a project coordinator, who, not only oversaw the implementation of the UNDP component in Burundi, but also ensured the overall project cohesion both on the results realization and reporting perspectives.

As provided in the project document, an external evaluation is due at the end of the project. General Terms of reference to recruit the evaluation consultant has been developed by the the International Project Coordinator i.a. (Mads Knusden) and an international consultant has been recruited and is to commence his mission 13-23 October 2019.

It is critical for the coordination and quality of the evaluation of the project that the Evaluation Manager/ International Project Coordinator, takes part in the end of the mission of the external consultant to i) be interviewed as a key stakeholder on coordination issues of the project; ii) facilitate meetings with other stakeholders on both sides of the border (Tanzania and Burundi) and iii) take part in the External Consultant's debriefing of the PBF Secretariat, Heads of Agencies and technical focal points of the project, to take place 21-22 October in Bujumbura.

The present Terms of reference are elaborated to define the profile, tasks and responsibilities of the national consultant.

#### II. Objectives

The national consultant is not part of the evaluation team. His role is to contribute to a smooth execution of the evaluation mission, led by the External Evaluator, and contribute to the data collection by taking part in meetings in Bujumbura and by facilitating meetings with Burundi based stakeholders. His role will be mainly articulated around the following tasks:

- Prepare necessary draft mission program and information on the project for the evaluation mission;
- Set up meetings between evaluator and key entities
- Liaise with UNDP/Burundi, UNDP Tanzania, the RCO/PBF Office and participating agencies in Burundi and undertake all necessary contacts for the realization of the evaluation mission to Makamba and Ruyigi in Burundi, as well as Kibondo in Tanzania
- Accompany the evaluator in field missions and other meetings if required

#### III. Duration of the facilitation mission

The evaluation facilitator work will be of 10 days, starting 4 working days before the evaluator arrival to prepare his mission. The facilitator will not participate in strategic meetings, unless requested by the Evaluation Manager.

#### IV. Contract and Payment

The evaluation facilitator will sign an Individual Consultant contract (IC). The prevailing consultant salary rate for Burundi will be applied.

The UNDP Nairobi Sub-regional Platform COA will be used:

GL Unit	Business Unit	Oper Unit	Fund	Dept ID	Impl Agent	Donor	Project	Activity
UNDP1	KEN10	KEN	11900	34202	001981	12159	00092761	2

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