



TERMS OF REFERENCE

Organization:	United Nations Development Programme
Project name:	“Facilitating Climate Resilience in Tajikistan” funded by the Government of the Russian Federation
Post Title:	International Consultant to conduct Final Project Evaluation
Period of assignment/services:	Estimated 12 days during the period of December 2021-February 2022
Duty station:	Home-based
Type of appointment:	Individual Contract (International Consultancy)

I. PROJECT BACKGROUND

Tajikistan is a small landlocked country in the heart of Central Asia, bordered by Afghanistan, China, the Kyrgyz Republic, and Uzbekistan. Roughly one-tenth of its 7 million total population lives in Dushanbe, the capital city. The country has abundant water resources, contributing to its specialization in cotton production and a considerable hydropower generation potential. Only 7 percent of its total land area of 143,000 square kilometers is arable. High mountain ranges across its territory make communication between different parts of the country difficult, especially in winter. Tajikistan is highly susceptible to natural disasters, and is regularly affected by floods, landslides, and droughts. Up to 40 percent of the country’s national workforce is employed abroad (mostly in Russia) and sends home remittances equal to more than one-third of its gross domestic product. However, with global financial crisis and economic downfall in Russia associated with sanctions the remittance incomes are already adversely affected. Preliminary forecasts from IMF and the World Bank suggest that remittance income will fall by more than the 31% fall in remittance income. Lastly, low agricultural productivity and rudimentary safety nets still leave those below the poverty line vulnerable to shocks and stresses, including women who have experienced lowered rates of poverty reduction than men. The above factors combine to make Tajikistan one of the poorest and most vulnerable economies in the world.

Tajikistan is unfortunate to be the most vulnerable to climate change in Central Asia and Eastern Europe. The Third National Communication of the Republic of Tajikistan to the UNFCCC¹ indicates that expected changes to climate-related hazards include an increase in the amount of rainfall and decreased snowfall by 2100. Tajikistan is likely to experience considerable additional economic losses, humanitarian stresses and environmental degradation as a result of current climate variability and future climate change impacts. The direct future climate change impacts likely to adversely affect Tajikistan include an increase in:

¹ The Third National Communication of the Republic of Tajikistan under the United Nations Framework Convention on Climate Change, 2014. http://unfccc.int/resource/docs/natc/tjknc3_eng.pdf

- i) mean annual air temperature by 2.3°C by 2030²;
- ii) evapotranspiration rates;
- iii) the variability of rainfall patterns, with average rainfall likely to increase by 8% in the territories up to 2500m above sea level by 2030 and decrease in the mountainous areas by 3% by 2030;
- iv) the intensity and frequency of climate-related disasters, including floods, mudslides, landslides, droughts and avalanches;
- v) the intensity and frequency of extreme weather events, including heat waves, dust storms, haze, strong winds and episodes of heavy rainfall.

Tajikistan is already characterised by significant inter-annual variability in climatic parameters. Due to the mountainous nature of the country, the climate is characterised by a wide-range of temperature, humidity and rainfall. Annual mean temperature varies considerably depending on the elevation of the area in question. For example, the annual mean temperature varies from 17°C in the south to -6°C in the Pamirs. The Eastern Pamir in particular is known for its drastic variations in climate. Absolute minimum temperature in this mountain range reaches -63°C whilst the maximum temperatures reach 47°C, which shows a temperature range of over 100°C³. Similarly, annual rainfall varies considerably across Tajikistan. Annual rainfall in the lowland hot deserts of northern Tajikistan and the cold mountain deserts of eastern Tajikistan average approximately 70-160 mm, compared with 1 800 mm in central Tajikistan.

The project “Facilitating Climate Resilience in Tajikistan” is funded by the Government of the Russian Federation and was designed to access the climate financing and aligned with priorities of the National Development Strategy of the Republic of Tajikistan until 2030. The strategic **Project Goal** is to contribute to building climate resilient communities across Tajikistan and address specific threats to lives and physical and social infrastructure in disaster prone mountainous regions of Tajikistan, and safeguard investments into sustainable human development against climate-induced natural hazards including avalanches, floods and mudflows. The project is a prerequisite for sustaining and protecting fragile development gains achieved by Tajikistan in the face a likely increase in the frequency of climate-related hazard events.

The project is expected to ensure that climate and disaster risk information is effectively utilized to facilitate access to climate finance. The activities planned within the project were expected to complement the policy work being implemented under different UNDP projects.

The project consists of the following component and activities:

Component 1: Climate and disaster risk information is effectively utilized to facilitate access to climate finance

- Activity 1.1. Validate required assessments and undertake consultations for the preparation of project proposals to access climate finance.
- Activity 1.2. Develop a package of site level interventions.
- Activity 1.3. Develop a range of cost-transfer (e.g., insurance) and funding mechanisms (e.g., income generating investments) for local use in funding risk reduction.
- Activity 1.4. Undertake intervention site community consultations.

² The Second National Communication of the Republic of Tajikistan under the United Nations Framework Convention on Climate Change, 2008 <http://unfccc.int/resource/docs/natc/tainc2.pdf>

³ The Second National Communication of the Republic of Tajikistan under the United Nations Framework Convention on Climate Change, 2008 <http://unfccc.int/resource/docs/natc/tainc2.pdf>

Project Summary

Project title:	Facilitating Climate Resilience in Tajikistan
Geographic location:	Countrywide
Implementing partner:	Committee for Environmental Protection under the Government of the Republic of Tajikistan (CoEP)
Project budget:	\$ 950,130.00
Project start and end date:	January 2018 – December 2019 (with 2 extensions granted until December 2020 and until December 2021)
Date of the last Project Board meeting:	16 December 2021
SDGs supported by the project:	13

II. SCOPE, PURPOSE AND OBJECTIVES

UNDP is seeking for an International Consultant, who, under the overall supervision of the CO Team on Climate Change, DRR, Energy and Environment and direct supervision of UNDP DRM Programme Manager as well as in close consultation with the national stakeholders and other relevant counterparts, will evaluate the activities executed and results achieved, assess impact of project interventions and etc.

Main objectives of the Final Project Evaluation include:

- To determine the extent to which the project design has been in line with GoT and UNDP policy/programmatic priorities, and how it contributed to uplifting policies in this sector.
- To assess to which extent the project successfully achieved impact through reaching its anticipated outcomes and outputs, as stipulated in the Project Document and Project Results Framework.
- Identify factors that have contributed to achieving project results, or, in contrary, impeded the project progress.
- Analyze the effectiveness of the partnerships established/maintained with the Government, UN Agencies, donors, local communities and other relevant stakeholders.
- Identify lessons learnt in the course of project implementation and provide recommendations as necessary.

In particular, the project evaluation should respond to following key evaluation criteria:

Relevance

- Assess to what extent the project was in line with national disaster risk reduction and response preparedness priorities, UNDAF, UNDP CPD and SDGs.
- Assess to what extent the project's overall interventions addressed the needs of the beneficiary government agencies and local communities.
- Assess the relevance and impact of technical assistance provided within the framework of the project.

Effectiveness

- Review and analyze the achievement of projects' results against set targets. Were the projects objectives and outputs clear and feasible?
- Assess the performance of the Project with particular reference to qualitative and quantitative achievements of outputs and targets as defined in the Project documents and work-plans and with reference to the Project baseline.
- Assess the areas in which the project has the fewest and the greatest achievements.

- Analyze the underlying factors within and beyond implementing agency's (UNDP) control that affect the Project (including analysis of the strength, weaknesses, opportunities and threats affecting the achievement of the Project).
- Assess the extent to which the project partners been involved in project implementation. What has been the contribution of partners and other organizations to the outcome, and how effective have UNDP partnerships been in contributing to achieving the outcome.
- Asses to what extent capacities of national and regional partners/authorities have been enhanced.

Efficiency

- Assess whether the Project has utilized Project funding as per the agreed work plan to achieve the projected targets.
- Analyze the role of the Project Steering Committee (PSC) and whether this forum has been optimally used for decision making.
- Assess the timeline and quality of the reporting followed by the Project.
- Assess the qualitative and quantitative aspects of management and other inputs (such as equipment, monitoring and review and other technical assistance and budgetary inputs) provided by the project vis-à-vis achievement of outputs and targets.
- Identify factors and constraints, which have affected Project implementation including technical, managerial, organizational, institutional and socio-economic policy issues in addition to other external factors unforeseen during the Project design.

Sustainability and Impact

- Assess preliminary indications of the degree to which the Project results are likely to be sustainable beyond the Project's lifetime (both at the community and national level) and provide recommendations for strengthening sustainability.
- Assess the sustainability of the Project interventions in terms of their effect on environment.
- Analyze the emerging impact on the communities for both men and women in terms of food security, income and asset enhancement. Asses to what extend the project interventions contributed to economic/livelihood empowerment of the community level beneficiaries, especially vulnerable women, migrant families, etc.

Partnership

- How the partnerships affected in the project achievement, and how might this be built upon in the future?
- Have the ways of working with the partner and the support to the partner been effective and did they contribute to the project's achievements?
- How does partnership with municipality government and User Committee (UC) work? Does it create synergies or difficulties? What type of partnership building mechanism is necessary for future partnership?
- How the partnership with local government (municipality) deviates from bidding process? What kinds of systems were developed for mutual accountability between partners, user group and UNDP and how well did they work?

Gender equality and Social Inclusion

- To what extent have issues of gender and marginalized groups been addressed in the design, implementation and monitoring of the project?
- To what extent the project approach was effective in promoting gender equality and social inclusion - particularly focusing on the marginalized and the poor through construction of community infrastructure and livelihood recovery interventions?

- To what extent has the project promoted positive changes of women, differently abled people and marginalised group? Were there any unintended effects?

Lessons learnt/Knowledge Management

- Analyze areas for improvement for programming, especially with respect to project design, relevance, and capacity of institutions for project decision making and delivery.
- Identify significant lessons or conclusions which can be drawn from the Project in terms of effectiveness, efficiency, sustainability, and networking. Special attention may be given to the security situation and the coping strategies developed by the project to maintain work momentum.

EVALUATION METHODOLOGY SUGGESTED

The proposed evaluation methodology employs results-oriented approach and integrates cross-cutting issues (human rights, gender equality, environment etc.) into the evaluation.

The key elements of the methodology to be used by the evaluation team will consist of (but not limited to) the following:

- Documentation/desk review.
- Interviews with key partners and stakeholders.
- Questionnaires.
- Participatory techniques, SWOT analysis and other approaches for gathering and analysis of data.

Evaluation team composition

The evaluation will be conducted online (using zoom, Microsoft teams, email skype and/or other phone interviews and email communication).

Documents to be reviewed:

Some of the background documents to be reviewed as part of the outcome evaluation are as follows:

- United Nations Development Assistance Framework (2016-2021);
- Country Programme Document (CPD) 2016-2021;
- Project Document “Facilitating Climate Resilience in Tajikistan”;
- Annual Progress Reports for the entire project period;
- Monitoring and Evaluation tools (minutes of the Project Steering Committee meetings etc.).
- Publications and social media resources, as relevant.

EXPECTED OUTPUTS AND DELIVERABLES

The consultant is expected to provide the following key deliverables within the period of his/her assignment:

- Inception report, comprising a proposed methodology, workplan and schedule;
- Draft evaluation report for comments;
- Address comments, questions and clarifications;
- Final evaluation report (addressing comments, questions and clarifications);
- Project evaluation presentations and other relevant products.

It is expected that draft report will be submitted to the UNDP in two working weeks after interviewing all stakeholders and the final report with all comments and recommendations incorporated submitted to

UNDP for final endorsement not later than two working weeks after receipt of consolidated formal feedback with comments to a draft from the UNDP (in the form of audit trail).

The draft Report and Final Reports: The Report should be logically structured, contain evidence-based findings, conclusions, lessons, and reasonable number of recommendations, and should be free of information that is not relevant to the overall analysis. The Report should respond in detail to the key focus areas described above.

Presentation: For presenting and discussing the draft final report interactively, the consultants will facilitate a concluding workshop for the Project stakeholders.

III. PLANNED ACTIVITIES

#	Deliverable	Approx. Timeframe	Approx. Days
	Desk review of the contextual and project related documents	December	
	Provision of inception report, comprising of the evaluation methodology, questionnaires and evaluation approach		
	Distance/virtual meeting with project stakeholders	January	
	First draft of the Project Evaluation report submitted and accepted by UNDP.		
	Feedback on the draft evaluation report incorporated		
	Final Project Evaluation report with recommendations in a form and substance satisfactory to UNDP, submitted within 2 weeks after the receipt of final comments from UNDP. The presentation of key Project Evaluation findings prepared and presented at the Final Project Workshop meeting		

IV. EXPECTED DELIVERABLES

1	Provision of inception report, comprising of the evaluation methodology, questionnaires, and evaluation approach	December
2	Draft Evaluation Report submitted and accepted by UNDP.	January February
3	Final Evaluation Report submitted within 2 weeks after the receipt of final comments from UNDP. Report reviewed and accepted by UNDP and	

V. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Qualifications:

- At least Master's degree in Development Studies, Environmental Sciences, Public Policy, International Relations, Economics or other relevant field.

Years of Experience:

- At least 5 years of experience in conducting projects/programme evaluation of similar thematic foci (i.e. climate change/resilience, disaster risk management) with UN agencies, international organizations and Government.

Functional Competencies:

- Strong analytical skills.
- Strong networking and coordination skills and demonstrated ability to liaise and involve partners.
- Strong interpersonal skills with ability to work under pressure and to establish and maintain effective work relationships with people of different backgrounds.
- High sense of responsibility, attention to detail, willingness to take initiative, excellent communication skills.
- Knowledge and understanding of international and country-level DRM contexts.
- Similar experience in Tajikistan or Central Asia is an asset.

Language:

- Written and verbal fluency of English language.
- Knowledge of Russian and/or Tajik is an asset.

Corporate Competencies:

- Affinity with the mandate and role of the United Nations.
- Displays cultural, gender, religion, race, nationality, and age sensitivity and adaptability.
- Treats all people fairly without favoritism.

VI. PAYMENT

Payments are in lump sums, and done upon provision of the output, i.e. upon delivery of the services specified in the TOR that contributed to the overall project deliverables as stated above under “Expected Deliverables”.

- 20% - Upon successful completion of Deliverable 1
- 40% - Upon successful completion of Deliverable 2
- 20% - Upon successful completion of Deliverable 3

ANNEX 2
BREAKDOWN OF COSTS
SUPPORTING THE ALL-INCLUSIVE FINANCIAL PROPOSAL

Having examined the Solicitation Documents, I, the undersigned, offer to provide all the services in the TOR for the sum of _____

This is a lump sum offer covering all associated costs for the required service (fee, meal, accommodation, travel, etc.).

a) Breakdown of Cost by Components in (pls. indicate the currency): _____

<i>Cost components</i>	<i>Unit cost</i>	<i>Quantity</i>	<i>Total rate for the Contract Duration</i>
I. Personnel Cost			
Professional fee	US\$825	12	US\$9900
Life insurance			
Medical insurance			
Communications			
Other (pls. specify)			
TOTAL			US\$9900
II. Duty Travel			
Travel to duty station (if required)			
Travel to project sites (if indicated in ToR)			
Living allowance			
Travel Insurance			
Others (pls. specify)			
TOTAL			US\$9900

b) Breakdown of Cost by Deliverables*

<i>Deliverables</i> <i>[list them as referred to in the TOR]</i>	<i>Indicative time-frame</i> <i>(subject to revision)</i>	<i>Percentage of Total Price</i> <i>(Weight for payment)</i>	<i>Amount</i>
Provision of inception report, comprising of the evaluation methodology, questionnaires, and evaluation approach	3 January 2022	30%	2,970
Draft Evaluation Report submitted and accepted by UNDP.	22 January 2022	40%	3,960
Final Evaluation Report submitted within 2 weeks after the receipt of final comments from UNDP. Report reviewed and accepted by UNDP	5-15 February 2022	30%	2,970
Total		100%	9,900

**Basis for payment tranches*

Proposed by:

Name:

Jonathan Warren McCue

Signature:



Date:

17/12/2021