|  |  |
| --- | --- |
| **International Consultant to Conduct Midterm Evaluation of**  **UNDP’s global project on Support to REDD+ Implementation**  **Terms of Reference** | |
| **Location:** | Home-Based |
| **Application Deadline:** | TBD |
| **Additional Category:** | Nature, Climate & Energy |
| **Type of Contract:** | Individual Contract |
| **Post Level:** | International Consultant |
| **Languages Required:** | English |
| **Starting Date:** (date when the selected candidate is expected to start) | 15 January 2022 |
| **Expected Duration of Assignment:** | 30 working days (must be complete by 30 March 2022) |

|  |
| --- |
| **Background and Project Description**  In order to avoid an irreversible climate crisis, we need to halve global emissions by 2030, and have carbon-neutral economies by 2050. Reducing greenhouse gas emissions – or climate change mitigation - is essential to fulfilling commitments to the Paris Agreement and limiting global mean temperature increase to 1.5°C above pre-industrial levels. All sectors, including energy, transportation, industry, forests, and land-use/agriculture must make a meaningful contribution towards achieving carbon neutrality. UNDP, as the largest implementer of climate change support within the UN system, plays a critical role by supporting countries in their emission reduction plans. With a commitment to providing long-term development support, our mitigation portfolio currently comprises of over 280 projects and programmes in over 110 countries. Together with our partners, UNDP supports countries to take ambitious climate action, advance Nationally Determined Contributions (NDCs), and use a wide range of strategies and approaches across energy, forestry and land-use/agriculture sectors.  The Paris Agreement under the UNFCCC calls explicitly for all countries to make use of a full range of land-based climate mitigation options, including taking action on REDD+. The forest and land use sector can provide up to one third of the emissions reductions needed to avoid the most severe impacts of climate change, making it essential in countries’ ability to meet the targets of the Paris Agreement.  Through the **Global Project on Support to REDD+ Implementation,** UNDP provides expertise in stakeholder engagement, social and environmental safeguards, governance, institutional coordination, strategic planning, implementation of policies and measures to address drivers of deforestation, access to innovative climate finance and results-based payments. UNDP also facilitates the necessary partnerships to address the complex elements of the REDD+ process.  Supporting Nationally Determined Contributions (NDCs) under the Paris Agreement is considered by UNDP as a key way to accelerate the implementation of the SDGs. Consequently, this global project has been designed specifically to support the enhancement of the nature-based contributions toward NDC targets – building on UNDP’s “Climate and Forests” experience with the UN-REDD Programme and other REDD+ initiatives.  Achieving REDD+ requires coordinated action at various scales to address: (i) the multiple drivers (causes) of deforestation and forest degradation; and (ii) the barriers to conservation and restoration of forests. The project will support REDD+ countries to design and implement specific REDD+ policies and measures, strengthen national climate finance institutional frameworks undertake preparation to access and secure international REDD+ finance, and ensure that REDD+ emissions reductions are measured, reported and verified and recognized and rewarded.  The overall development goal of the project is to contribute meaningfully to **Sustainable Development Goals (SDG) 13: Take urgent action to combat climate change and its impacts, and 15: Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, halt and reverse land degradation and halt biodiversity loss**.  In order to achieve this goal, the project will supports forested developing countries to effectively harness REDD+ opportunities and the potential for emissions reductions and enhanced forest carbon stocks as agreed in the UNFCCC. Through associated social inclusion, women’s empowerment, gender equality, and governance efforts, the project also contributes to SDG 5.  In addition, the project contributes directly to UNDP’s Strategic Plan (2022 – 2025) through Signature solution 4, to promote nature-based solutions for a sustainable planet, which specifically calls upon UNDP to build on existing actions such as the United Nations Collaborative Programme on Reducing Emission from Deforestation and Forest Degradation in Developing Countries (UN-REDD Programme) to “help Governments to identify and access new financing opportunities, promote policy coherence on natural resources and help transition to green economies”.  This Terms of Reference (ToR) sets out the scope and objectives for a Midterm Evaluation of the global project on ‘Support to REDD+ Implementation’ (ATLAS Project ID 00101619). The project commenced in 2018 and has recently been extended to 2025, with a total budget of USD $74, 213, 665. |
| **Scope of Global Project on Support to REDD+ Implementation**  The Global Project on Support to REDD+ Implementation provides capacity building, technical assistance and policy advice to forested developing countries seeking to engage in REDD+ under UNFCCC as well as jurisdictions seeking to reduce emissions from deforestation and promote low-emissions development at the subnational level within a framework for contributing to national REDD+ actions. The overall outcome expected is:  **“Forested developing countries reduce emissions from deforestation and forest degradation.”**   |  | | --- | | **Output 1: National and jurisdictional REDD+ Strategies and Action Plans, including of policies and measures and climate finance institutional frameworks, are developed and adopted**  Output 1.1: Select REDD+ countries develop and adopt National REDD+ Strategies/Action Plans  Output 1.2: Selected tropical forest states and provinces develop and adopt jurisdictional REDD+ strategies and (as relevant) investment plans  Output 1.3: Select REDD+ countries develop and adopt national climate finance institutional frameworks, capable of delivering REDD+ investment plans | | **Output 2:** **REDD+ Strategies and Action Plans, including policies and measures, financed and implemented.**  Output 2.1: Targeted REDD+ countries implement inclusive, gender-responsive, REDD+ policies and measures  Output 2.2: Targeted REDD+ countries complete investment proposals to support implementation of REDD+ policies and measures (results-based actions)  Output 2.3: Targeted REDD+ countries access international finance to deliver results-based actions | | **Output 3: REDD+ results-based actions are integrated into Nationally Determined Contributions, recognized and rewarded**  Output 3.1: Forest-related land use/land-use changes in the context of REDD+ are integrated into Nationally Determined Contributions under the UNFCCC  Output 3.2: Countries’ results-based actions are reported and they receive recognition through the UNFCCC  Output 3.3: Countries’ results-based actions are rewarded | |
| **Purpose of Midterm Evaluation**  Against this background, an independent Midterm Evaluation of the global project will be undertaken in January-March 2022, as per the project document Monitoring & Evaluation plan.  The Midterm Evaluation will assess implementation of the project, with a focus on progress towards the achievement of the project's outcome and outputs as specified in the Project Document. It will also assess early signs of project success, structural challenges, or potential failure with the aim of identifying the necessary changes to be made in either the design or the implementation in order to set the project on-track to achieve its intended results. The Midterm Evaluation will consider the effective and efficient use of resources by the Climate & Forests Programme (including human resources and financial resources), the performance of the team, the combination of different sources of finance, and the project's role and contributions within UNDP.  **Issues to be addressed:**  **Key Midterm Evaluation Questions:**  The Midterm Evaluation will follow OECD-DAC’s key evaluation criteria such as relevance, coherence, effectiveness, efficiency, impact, and sustainability, as well as additional criteria to consider social inclusion and gender equality, to assess the early results and the overall progress of the project. The consultant will assess the progress achieved from its inception in 2018 through the end of 2021 and review results achieved by the project during this period, against its objectives and result indicators. The Midterm Evaluation should answer the following key questions:  **Relevance, coherence and effectiveness**   * Is the project Theory of Change (ToC) and intervention logic coherent and realistic? Is the ToC and intervention logic still relevant or does it need to be adjusted? * What progress has been made, based on the theory of change and results framework (impact, outcome, outputs) of the project? What are the project’s key achievements thus far? * Does the project’s structure, coordination, and implementation of work at the global, regional and country levels contribute to its successful implementation? * Does the project engage and use effectively the available human resources to deliver the project’s intended outputs? What are the team’s strengths? In what areas could capacity or coordination be improved? * To what extent the project has facilitated coordination between UNDP other international and partner organisations? * To what extent has there been coordination amongst relevant UNDP teams, country offices and regional hubs? * Any lessons and suggestions for more effective coordination and synergies ?.   **Efficiency, impact and sustainability**   * To what extent have project funds and activities been delivered in a timely manner? * How did the global project on Support for REDD+ Implementation contribute to development of knowledge and expertise, including from the global South, that was utilised by other REDD+ implementation-focused projects? * Is there evidence that innovative policy and programme support interventions as well as knowledge products and processes produced through the Global Project on Support to REDD+ Implementation have made a difference to the international REDD+ community of practice? * Are the risks identified in the Project Document, APRs and the ATLAS Risk Management Module the most relevant ? Any suggested update? * Have there been any programming changes as a result of COVID-19, including delays and adaptive management measures? Have these been sufficient? Have there been any unexpected positive or negative outcomes of these changes (e.g. providing support remotely)?   **Social inclusion and gender equality**   * To what extent have social inclusion and respect for the rights of indigenous peoples and local communities been addressed in the design, implementation, and monitoring of the project? * To what extent have gender equality and the empowerment of women been addressed in the design, implementation, and monitoring of the project? * Is the gender marker assigned to this project representative of reality? * To what extent has the project promoted positive changes in gender equality and the empowerment of women? Did any unintended effects emerge for women, men or vulnerable groups? * Has the project adequately applied UNDP’s Social and Environmental Standards to Project design and implementation? Are there any lessons learned or best practices for the next phase? |

|  |
| --- |
| **Key Evaluation Criteria:**  In line with OECD-DAC Evaluation Criteria, the Midterm Evaluation will take into account criteria such as **relevance/coherence, effectiveness, efficiency, impact, sustainability, social inclusion and gender equality** to assess the progress of the project.   1. *Relevance/Coherence:*The midterm evaluation will assess the degree to which the project considers the global and local contexts and the specific development problems. It will also review the extent to which the project design is logical and coherent, and it will assess the link between activities and expected results, and between results and objectives to be achieved. 2. *Effectiveness:* The midterm evaluation will assess progress toward the project's objectives compared to the overall project goal. In evaluating effectiveness, it is useful to consider: I) if activities were consistent with the overall objectives and project purpose; 2) principal factors influencing the achievement or non-achievement of the objectives, (including operational factors and team performance) 3. *Efficiency:* The midterm evaluation will assess how well the project is progressing to produce the products and services it committed itself to deliver in an economic and timely way. 4. *Impact:* The midterm evaluation will compile and assess any evidence of progress achieved thus far toward the intended impact the project. 5. *Sustainability:* The midterm evaluation will assess the project capacity to produce and to reproduce benefits over time, including the likelihood that intervention benefits will continue even after the project is concluded and the principal factors that will influence the achievement or non-achievement of sustainability. 6. *Social Inclusion:* The midterm evaluation will assess to what extent the project is socially inclusive and has promoted respect for the rights of indigenous peoples and local communities throughout project activities. 7. *Gender equality:* The midterm evaluation will assess to what extent the project is gender responsive and has promoted the participation of women and men throughout project activities.   **Methodology:**  Based on UNDP’s polices and guidelines on M&E and the standard global practices on reviewing projects/programmes, the independent consultant will discuss and finalize the methodology to conduct the Midterm Evaluation, with support from the Climate & Forests team. The evaluation process will entail a combination of desk review of all relevant project documents, reports, and knowledge products; interviews (via Webex, Skype or Zoom) with selected UNDP staff (including Climate & Forests Programme team members, project board members, counterparts in UNDP Country Offices) as well as global and country partners, both governmental and non-governmental (see annexes).  The final Midterm Evaluation report should describe the evaluation approach taken and the rationale for the approach, making explicit the underlying assumptions, challenges, strengths and weaknesses about the methods and approach of the review. The final report must also describe any limitations encountered by the Midterm Evaluation team during the evaluation process, including limitations of the methodology, data collection methods, and any potential influence of limitation on how findings may be interpreted, and conclusions drawn. Efforts made to mitigate the limitations should also be included in the Midterm Evaluation report.  The Midterm Evaluation report should set out the evaluation’s evidence-based conclusions based on the findings of the desk survey and interviews and explain whether the project will be able to achieve planned objective and outcomes by the end of implementation. Recommendations should be succinct, with suggestions for critical intervention that are specific, measurable, achievable, and relevant (the report should be no more than 20 pages long). A recommendation table should be put in the report’s executive summary. The Midterm Evaluation report should include no more than 15 recommendations total.  **Expected outputs and Deliverables**  The consultant will be responsible for the following deliverables:   1. **Midterm Evaluation inception report**—an inception report should be prepared by the consultant that details the evaluator’s approach, including what will be evaluated and why, showing how each evaluation question will be addressed. It should include proposed methods, proposed sources of data, and data collection procedures. The inception report should include a proposed schedule of tasks, activities and deliverables. **(*By 1 February 2022*)** 2. **First Midterm Evaluation report** which should be reviewed and approved by the Climate & Forests team. **(*By 1 March 2022)*** 3. **Presentation of findings and recommendations** of Midterm Evaluation to the Climate & Forests team, via Zoom. ***(By 15 March 2022)*** 4. **Final Midterm Evaluation report**, incorporating all the comments and inputs made to the previous drafts, but keeping the independent judgment of the consultant. **(*no later than 30 March 2022)***   **Institutional Arrangements /Reporting Relationship**  **Reporting**  The consultant will work closely with the Climate & Forests team, under the direct supervision of the Principal Policy and Technical Advisor and in close coordination with the Programme & Partnerships Advisor. The Climate & Forests team will provide all the necessary documents and facilitate the work of the consultant.  **Duration of work/Time frame:**  The consultancy will start on **15 January 2022** and the final product should be submitted no later than **30 March 2022.**  **Duty Station**  This consultancy will be home-based. The Consultant will be required to use her/his own computer.  **Travel:**  Travel is not required under this assignment. |
| **QUALIFICATIONS OF THE SUCCESSFUL CONSULTANT**  **Competencies** |
| **Functional competencies:**   * Excellent analytical skills; * Ability to work independently; * Ability to perform tasks in a timely manner and produce quality final product; * Strong interpersonal, communication and diplomacy skills; * Openness to change and ability to receive and integrate feedback.   **Corporate Competencies:**   * Demonstrates integrity by modeling the UN’s values and ethical standards; * Promotes the vision, mission, and strategic goals of UNDP; * Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability; * Treats all people fairly without favoritism; * Fulfills all obligations to gender sensitivity. |
| **Required Skills and Experience** |
| **Education:**   * Master’s degree in public administration, law, political science, finance, economics, international relations, development studies, or related field.   **Experience:**   * At least 10 years of working on policy support, programme management or design of international climate change mitigation and forest conservation programmes/projects and at least 5 years experience in project evaluation, and, in addition; * Prior experience in producing research studies (preferably in climate change mitigation and forest conservation), * Prior experience in conducting midterm or final evaluations related to climate change mitigation and forest conservation.   **Language Requirements:**   * Strong writing skills in English.   **Schedule of Payments:**  **The consultant(s) will be paid in three tranches upon submission of the agreed deliverables**   1. Upon submission and approval of the inception report (20% of the agreed fee); 2. Upon satisfactory submission and approval of first draft (30% of the agreed fee); 3. Upon satisfactory submission and approval of the final draft (50% of the agreed fee).   Interested individual consultants must submit the following documents/information to demonstrate their qualifications:  **Proposal**   * Explaining why they are the most suitable for the work; * Provide a brief methodology on how they will approach and conduct the work * Annex at least one sample of previous work on a midterm review or final evaluation. * Financial proposal ([Offeror's Letter to UNDP](https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_%20Individual%20Contract_Offerors%20Letter%20to%20UNDP%20Confirming%20Interest%20and%20Availability.docx&action=default)) The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in instalments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days). * Personal CV of individual(s) including past experience in similar projects and at least 3 references.   **Evaluation Ethics**  This evaluation will be conducted in accordance with the principles outlined in the UNEG ‘Ethical Guidelines for Evaluation’. The consultant must safeguard the rights and confidentiality of information providers, interviewees and stakeholders through measures to ensure compliance with legal and other relevant codes governing collection of data and reporting on data. The consultant must also ensure security of collected information before and after the evaluation and protocols to ensure.  **Management and implementation arrangements**  The evaluator(s) should be independent from any organization that has been involved in designing or executing any aspect of the ACPIS project.  The evaluator(s) will be under the overall supervision of UNDP’s Global Programme Advisor on Anti-Corruption and will work in coordination with the ACPIS Programme Manager. The global project staff will provide all the necessary technical support to independent evaluator(s), including provision of relevant documents, materials, contact information of relevant stakeholders/partners for interviews, etc. |

**Important Note:**

The Contractor is required to have the aforementioned professional and technical qualifications**. Only the applicants who hold these qualifications** will be shortlisted and contacted.

**Evaluation Process**

Applicants are reviewed based on Required Skills and Experience stated above and based on the technical evaluation criteria outlined below.  Applicants will be evaluated based on cumulative scoring.  When using this weighted scoring method, the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

*a) responsive/compliant/acceptable, and*

*b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.*

*\* Technical Criteria weight; [***Total 70% (70 points***]*

*Only candidates obtaining a minimum of 70% (49 point)* of the maximum obtainable points for the technical criteria (70 points) *would be considered for the Financial Evaluation*

|  |  |
| --- | --- |
| ***Criteria*** | ***Max. Point*** |
| *Technical* | *70 points* |
| * *Criterion A -relevant education* | *10 points MA*  *3 additional points for PhD* |
| * *Criterion B- 10 years of relevant experience climate change mitigation and forest conservation* | *10 years – 20 points*  *10-12 years – 22 points*  *13+years – 24 points* |
| * *Criterion C-* experience in producing research/studies | ***9 points*** |
| * *Criterion D-* experience in conducting midterm/final evaluations | ***9 points*** |
| * *Criterion E – methodology to conduct final evaluation* | ***15 points*** *– fully responsive;*  7 if partially responsive;  0 if not responsive |

*\* Financial Criteria weight; [***Total 30% (30 points)***]*

The following formula will be used to evaluate financial proposal:

p = y (µ/z), where

* p = points for the financial proposal being evaluated
* y = maximum number of points for the financial proposal
* µ = price of the lowest priced proposal
* z = price of the proposal being evaluated

**Contract Award**

Candidate obtaining the highest combined scores in the combined score of Technical and Financial evaluation will be considered technically qualified and will be offered to enter into a contract with UNDP.