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Terms of Reference for ICs and RLAs through /GPN ExpRes

Services/Work Description:	Terminal Evaluation for the UNDP/GEF Sustainable Fuelwood Management Project.
Project/Programme Title:	Sustainable Fuelwood Management Project
Consultancy Title:	International Consultant
Duty Station:	Home-based
Duration:	35 Working Days
Expected start date:	March 15, 2022

1. BACKGROUND

Over half of Nigeria's estimated 200 million inhabitants live below the poverty line, with over 70% of the population still relying on biomass for fuelwood. Rapid deforestation is a major concern with over half of the country's primary forests cut down in the last 10 years, exacerbated by rapid population growth of 2.5%. The unsustainable production and utilization of biomass resources represents one of the key drivers of deforestation and land degradation in Nigeria. In response to this challenge, the Government of Nigeria secured funding from the Global Environment Facility (GEF) for a Sustainable Fuelwood Management (SFM) project. The project, which began implementation in May 2017, has a GEF grant of \$4,410,000 and co-financing of \$16,400,000. The SFM project seeks to contribute to the sustainable fuel wood production and consumption for multiple socio-economic and environmental benefits, including carbon storage and sequestration. To this end, activities were carried out around the following key components:

- **Component 1:** Sustainable Fuelwood Supply
- **Component 2:** Fuelwood Demand Management
- **Component 3:** Domestic Industry for Clean Cook Stoves and Other Clean Energy Alternatives
- **Component 4:** Financial Models for Sustainable Fuelwood Management

The following outcomes are expected from the project:

- **Expected outcome of component 1: Models for sustainable fuelwood production demonstrated in:**
 - a. At least 10 communities in Cross River and Delta State leading to:
 - 50,000 ha of forestlands under improved multifunctional forest management;
 - Forest Management Committees (FMCs) created/strengthened in SFM
 - b. At least 10 communities in Kaduna State leading to:
 - 3,003 ha of degraded land restored with Sustainable Land Management measures like woodlots;
 - SLM Management Committee created/strengthened in SLM
- **Expected outcome of component 2:**
 - Improved awareness and acceptance of alternative (renewable and more efficient) energy technologies for domestic, institutional and industrial sub-sectors in Cross River, Delta and Kaduna States.
 - Increased penetration of improved/alternative energy technologies for domestic needs in targeted communities by at least 20% (BAU: 0.1%);
 - Avoided emissions of 40,000 t CO₂ eq/year from combustion of un-sustainable biomass in inefficient cook stoves/kilns (replaced by more efficient or other alternatives)
- **Expected outcome of component 3:**
 - Improved efficiency, quality and affordability of domestically manufactured cooking/heating appliances for domestic, institutional and industrial sub-sectors.
 - Strengthened domestic supply chain for EE/RE cooking and heating appliances
- **Expected outcome of component 4:**
 - Consumer financing model for EE cook stove/kiln successfully operates.
 - Sales of efficient cook stoves/kilns increased by at least 20% in Cross River, Delta and Kaduna State.
 - Investment in sustainable forest management in Cross River and Delta State increased

This project addresses an area of growing national importance, Climate Change. UNDP Nigeria assistance to national climate change effort within UNDAF 2014 - 2017 recognizes an increase in the country's vulnerability to climatic changes and identifies that sustainable funding is critical to addressing the challenges effectively. It also underscores the need for Nigeria to increase the percentage of energy from renewable resources to reduce its dependence on fossil fuel and thereby contribute to GHG reduction. The UNDAF highlighted as a priority the need to improve the climate change governance in the country with emphasis on strengthening the institutional and technical capacities.

2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED WORK

The TE report will assess the achievement of project results against what was expected to be achieved and draw lessons that can both improve the sustainability of benefits from this project, and aid in the overall enhancement of UNDP programming. The TE

report promotes accountability and transparency and assesses the extent of project accomplishments. The TE also aims to learn from the project's experiences in developing models for sustainable fuelwood production and demand management, in order to improve access to clean cooking in the country and to aid the overall enhancement of the UNDP programming.

The TE report must provide evidence-based information that is credible, reliable and useful. The TE team will review all relevant sources of information including documents prepared during the preparation phase (i.e., PIF, UNDP Initiation Plan, UNDP Social and Environmental Screening Procedure/SESP) the Project Document, project reports including annual PIRs, project budget revisions, lesson learned reports, national strategic and legal documents, and any other materials that the team considers useful for this evidence-based evaluation. The TE team will review the baseline and midterm GEF focal area Core Indicators/Tracking Tools submitted to the GEF at the CEO endorsement and midterm stages and the terminal Core Indicators/Tracking Tools that must be completed before the TE field mission begins.

The TE team is expected to follow a participatory and consultative approach ensuring close engagement with the Project Team, government counterparts (the GEF Operational Focal Point), Implementing Partners, the UNDP Country Office(s), the Regional Technical Advisor, direct beneficiaries and other stakeholders

3. Expected Outputs and deliverables

The TE will assess project performance against expectations set out in the project's Logical Framework/Results Framework (see ToR Annex A). The TE will assess results according to the criteria outlined in the Guidance for TEs of UNDP-supported GEF-financed Projects ([Guidance for Terminal Evaluations of UNDP-supported GEF-financed Projects](#)).

The Findings section of the TE report will cover the topics listed below. A full outline of the TE report's content is provided in the attached comprehensive ToR

i. Project Design/Formulation

- National priorities and country driven-ness
- Theory of Change
- Gender equality and women's empowerment
- Social and Environmental Standards (Safeguards)
- Analysis of Results Framework: project logic and strategy, indicators
- Assumptions and Risks
- Lessons from other relevant projects (e.g. same focal area) incorporated into project design
- Planned stakeholder participation
- Linkages between project and other interventions within the sector
- Management arrangements

ii. Project Implementation

- Adaptive management (changes to the project design and project outputs during implementation)
- Actual stakeholder participation and partnership arrangements
- Project Finance and Co-finance
- Monitoring & Evaluation: design at entry, implementation, and overall assessment of M&E,
- Implementing Agency (UNDP) and Executing Agency, overall project oversight/implementation and execution
- Risk Management, including Social and Environmental Standards (Safeguards)

iii. Project Results

- Assess the achievement of outcomes against indicators by reporting on the level of progress for each objective and outcome indicator at the time of the TE and noting final achievements
- Relevance, Effectiveness, Efficiency and overall project outcome
- Sustainability: financial, socio-political, institutional framework and governance, environmental, overall likelihood of sustainability
- Country ownership
- Gender equality and women's empowerment
- Cross-cutting issues (poverty alleviation, improved governance, climate change mitigation and adaptation, disaster prevention and recovery, human rights, capacity development, South-South cooperation, knowledge management, volunteerism, etc., as relevant)

- GEF Additionality
 - Catalytic Role / Replication Effect
 - Progress to impact
- Main Findings, Conclusions, Recommendations and Lessons Learned
- The TE team will include a summary of the main findings of the TE report. Findings should be presented as statements of fact that are based on analysis of the data.
 - The section on conclusions will be written in light of the findings. Conclusions should be comprehensive and balanced statements that are well substantiated by evidence and logically connected to the TE findings. They should highlight the strengths, weaknesses and results of the project, respond to key evaluation questions and provide insights into the identification of and/or solutions to important problems or issues pertinent to project beneficiaries, UNDP and the GEF, including issues in relation to gender equality and women’s empowerment.
 - Recommendations should provide concrete, practical, feasible and targeted recommendations directed to the intended users of the evaluation about what actions to take and decisions to make. The recommendations should be specifically supported by the evidence and linked to the findings and conclusions around key questions addressed by the evaluation.
 - The TE report should also include lessons that can be taken from the evaluation, including best practices in addressing issues relating to relevance, performance and success that can provide knowledge gained from the particular circumstance (programmatic and evaluation methods used, partnerships, financial leveraging, etc.) that are applicable to other GEF and UNDP interventions. When possible, the TE team should include examples of good practices in project design and implementation.
 - It is important for the conclusions, recommendations and lessons learned of the TE report to incorporate gender equality and empowerment of women.

TE Deliverables

#	Deliverable	Description	Timing	Responsibilities
1	TE Inception Report	TE team clarifies objectives, methodology and timing of the TE	No later than 2 weeks before the TE mission: March 15, 2022	TE team submits Inception Report to Commissioning Unit and project management
2	Presentation	Initial Findings	End of TE mission: April 12, 2022.	TE team presents to Commissioning Unit and project management
3	Draft TE Report	Full draft report with annexes	Within 3 weeks of end of TE mission: April 25 th , 2022.	TE team submits to Commissioning Unit; reviewed by RTA, Project Coordinating Unit, GEF OFP
5	Final TE Report* + Audit Trail	Revised final report and TE Audit trail in which the TE details how all received comments have (and have not) been addressed in the final TE report	Within 1 week of receiving comments on draft report: April 30 th , 2022.	TE team submits both documents to the Commissioning Unit

4. Institutional arrangements/reporting lines

The TE team is expected to follow a participatory and consultative approach ensuring close engagement with the Project Team, government counterparts (the GEF Operational Focal Point), Implementing Partners, the UNDP Country Office(s), the Regional Technical Advisor, direct beneficiaries and other stakeholders.

The principal responsibility for managing the TE resides with the Commissioning Unit. The Commissioning Unit for this project’s TE is the UNDP Nigeria Country Office (CO). The Commissioning Unit will contract the evaluators and ensure the timely provision of per diems and travel arrangements within the country for the TE team. The Project Team will be responsible for liaising with the TE team to provide all relevant documents, set up stakeholder interview.

5. Experience and qualifications

I. Academic Qualifications:

- At least a master’s degree in Environmental Science, Project Management, Energy studies or other closely related field;

II. Years of experience:



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- Minimum of 10 years of supporting project evaluation and/or environmental project implementation in result-based management framework, adaptive management and UNDP monitoring and Evaluation Policy;

III. Language:

- Fluency in written and spoken English

IV. Competencies:

- Competence in adaptive management, as applied to Climate Change - Mitigation
- Experience in evaluating projects.
- Experience working in Nigeria.
- Experience in relevant technical areas.
- Demonstrated understanding of issues related to gender and experience in gender responsive evaluation and analysis (5%
- Excellent communication skills.
- Demonstrable analytical skills.

6. Payment Modality

Payment to the individual contractor will be made based on the actual number of days worked, deliverables accepted and upon certification of satisfactory completion by the manager.