

**Terms of Reference for Consultant: UNDAF Mid-Term Review
October 2010**

1.0 Introduction

This United Nations Development Assistance Framework (UNDAF), formulated in 2007, is the common strategic framework for United Nations support at the country level. It provides a collective response to national priorities and needs of Liberia, within the framework of the Poverty Reduction Strategy and the Millennium Development Goals. See the UNDAF Mid-Term Review (MTR) Concept Note for details and key developments since the last UNDAF Review in 2009.

2.0 Objectives of the Mid-Term Review consultancy

The overall objective of the UNDAF MTR is to ensure the relevance, effectiveness, efficiency, coherence and impact in the delivery of UN system support to national development priorities and needs, in line with the principles of Delivering as One.

The consultant is expected to support the UNDAF Outcome Groups to;

1. Review achievements made during 2010
 - identify and analyze the main results that have contributed to meeting national development priorities and needs, providing feedback on the effectiveness of its programming framework (i.e. the current UNDAF) and draw lessons learned and recommend improvements for strengthening overall UN performance and support to Liberia.
2. Review the strategic focus of UNDAF
 - update the strategic focus of the UNDAF with emerging national priorities contained in the GoL's visioning document and the peacebuilding priorities identified by the Government (as described in section 1.2 above).
3. Detail the way forward
 - identify key steps in how to move from the current UNDAF institutional arrangements into a One Programme by the end of this programming cycle

2.1 Scope of the Assessment Exercise

The consultant will undertake a comprehensive review of the UN programme portfolio and activities, with a more in-depth focus on the key areas of Peace and Security, Equitable Socio-Economic Development, Governance and Rule of Law, Basic Social Services and HIV/AIDS. It is expected that the assessment will also explore the cross-cutting themes of Youth, Gender Equity, the Environment and Capacity Development. Specifically, the assessment will cover the following:

The specific objectives of the consultancy and the UNDAF MTR may be summarized as follows:

1. Assess the results achieved so far in all the strategic outcome areas and their collective contribution to the national development priorities.
2. Revise and realign the UNDAF taking into consideration the results of key initiatives which occurred in 2010, namely: a) The main conclusions and decisions of the second PRS Retreat, b) the long-term goals of the national visioning exercise, or Vision 2030, c) the recommendations of the Joint Programme Review, d) the peacebuilding

priorities agreed upon between the GoL and the PBC, reflected in the Statement of Mutual Commitment and further elaborated upon in the first draft Priority Plan, e) the emerging needs and requirements of the UNMIL/UNCT transition planning process, particularly in the areas of security and the Rule of Law, and f) the conclusions and recommendations from the UNICEF CPAP MTR, as well as the joint UNDP/UNFPA MTR.

3. Identify the essential elements of the One Programme, as well as the key steps leading to its development and eventual launch in 2012.

These tasks will be undertaken by the consultant in close collaboration with the Outcome Groups, the Inter-Agency Programming Team, the Government Pillar Chairs and Technical Advisors and the RCO.

3.0 Methodology

3.1. Role of consultant

The consultant will guide the overall MTR process and, in close collaboration with the above entities will:

1. Review the Integrated Annual Workplans developed by each of the UNDAF Outcome Groups
2. Assess the extent to which the current UNDAF is aligned to the recently revised PRS deliverables
3. Examine the synergies and complementarity of UN support with other initiatives and partners.
4. Explore the degree to which cross-cutting issues, particularly gender and human rights, have been mainstreamed into the UNDAF and identify continuing challenges
5. Review the strategic focus of the UNDAF in relation to the changing context in Liberia, which includes the national visioning exercise and the UNMIL transition process
6. Consider the strategic imperatives of the Delivering as One initiative and the necessary programmatic steps leading to the development of the One Programme in 2012.
7. Identify and incorporate key lessons learned and recommendations from the Joint Programme Review, the Mid-Term Reviews of the UNICEF, UNDP and UNFPA CPAPS, as well as ongoing consultations aimed at the formulation of a Peacebuilding Priority Plan, into the Delivering as One programmatic initiatives.
8. Assess, to the extent possible, UN system capacities to deliver on UNDAF outcomes, taking into consideration the UNMIL transition process

The Consultant will also organize and facilitate working sessions with key coordination mechanisms and partners, including;

- UN coordination mechanisms including the UNCT, IAPT, with a particular focus on the UNDAF Outcome Groups
- PRS Pillar Technical Advisors and other key Government counterparts
- selected Implementing Partners
- selection of donors
- others to be determined in consultation with the RC Office

3.2 Management and Organization

Preparations for the UNDAF MTR will be led by the UNDAF Outcome Groups and the corresponding Working Groups. The Chairs and members of the Outcome and Working Groups will work in close collaboration with the Chairs and members of the Inter-Agency Programming Team (IAPT), which is the main advisory body to the UNCT on programming issues. The IAPT will provide technical and oversight support to the process, and will call upon Monitoring and Evaluation (M&E) and other technical expertise from within UN agencies to support the MTR process, as appropriate. The IAPT will keep the UNCT informed of UNDAF MTR progress on a regular basis.

The consultant will maintain close linkages with the Outcome Groups and the IAPT, which will provide technical and oversight support to the process, and will call upon Monitoring and Evaluation (M&E) and other technical expertise from within UN agencies to support the MTR process as appropriate. The IAPT will keep the UNCT abreast of UNDAF MTR progress on a regular basis.

To ensure relevance and alignment with national priorities, it is critical that the Government of Liberia be engaged throughout the process. As such, consultations with the Government PRS coordination mechanisms will be established and maintained throughout the exercise. The PRS Pillar Chairs and, at technical level, the four Pillar Technical Advisors will serve as the Government focal points and ensure liaison with the Outcome and Working Groups.

The Ministry of Planning and Economic Affairs will serve as the main Government interlocutor with the UN system.

The UN Resident Coordinator's Office will provide on-going technical, consultation and logistical support for the duration of the UNDAF MTR process.

3.3 Process Outline

The MTR process will begin in early November and end after the conclusion of the one day meeting, scheduled for 8 December 2010. The Consultancy will therefore include:

1. The compilation and consolidation of review reports by each Outcome Group, in collaboration with the IAPT.
2. Consultations with Government and Implementing Partners, based on background review reports, and preparation of draft report.
3. The organization of a one-day, Mid-term Review meeting, focusing on the following:
 - Presentation of the MTR report for discussion and validation with Government, development partners and the wider UN system and implementing partners;
 - Changes in planning assumptions, risks and emerging opportunities;
 - Continued relevance of UNDAF targets and outputs in relation to national priorities and broader country context, and corresponding adjustments of targets and outputs as well as indicators;
 - Recommendations for revision of strategies, planned activities, partnerships and resource allocations.

3.4 Deliverables

The expected deliverables from the consultant are an UNDAF MTR report which includes;

1. section on achievements and constraints
2. analysis of changing context and changing national priorities and its effect on UNDAF programming
3. recommendations for next steps, with an action plan and timeline for moving from the current UNDAF into a One Programme set-up

3.5 Timeframe

Deadline	Activity/output	Focal point
End October	Final draft of UNDAF MTR Concept Note submitted to RC for comments	RCO
First week of November	Dissemination of Concept Note to all stakeholders and approval by IAPT, UNCT/SPG	RCO/IO/IAPT
10 - end November	<ul style="list-style-type: none">- Recruitment of Consultant- Working sessions with OGs- technical sessions between PRS Pillar Technical advisors and UNDAF OG counterparts- Consolidation of results by OGs- Draft initial report of the review prepared	OG Chairs and Technical Advisors, support from IAPT
01 December	Presentation of initial report by consultant	Consultant
02 – 6 December	<ul style="list-style-type: none">- Feedback from IAPT and OGs to consultant- Consultations with GoL on initial report- Draft final report prepared for meeting	OG Chairs and Technical Advisors, IAPT, Consultant
8 December	UNDAF MTR Meeting	Ministry of Planning, RCO/IO
10 December	MTR report finalized by consultant	Consultant