



**Integrating Disaster Risk Reduction and Climate Change Adaptation (DRR/CCA)
in Local Development Planning and Decision-making Processes**

Conduct of Mid-Term Review and Evaluation

TERMS OF REFERENCE

The NEDA-Regional Development Coordination Staff (NEDA-RDCS) is requesting applications from individual consultants to conduct mid-term review and evaluation of the Integrating DRR/CCA Project covering the period July 2009 to present and the work implemented by Responsible Partners.

Position Title: Independent Mid-term Evaluator

Duty Station: NEDA-RDCS

Duration: 1.5 man months

Expected starting date: January 2012

I. Background

NEDA-RDCS is implementing the UNDP- and AusAID-assisted Integrating DRR/CCA Project, which aims to: (a) enhance local awareness and understanding of climate change and its aggravating effect on existing natural hazards; (b) develop tools to enable the formulation of physical framework/land use and development plans that address existing hazards while considering climate change risk; (c) demonstrate practical integrated DRR/CCA approaches at the community level; and (d) improve the national enabling environment through national and local DRR enhanced CC plans and multi-stakeholder coordinating mechanisms.

Period of implementation is from 2009-2012, through grant financing from the Australian Agency for International Development (AusAID), administered by the United Nations Development Programme (UNDP). Partner agencies are the Housing and Land Use Regulatory Board (HLURB) and the Climate Change Office (CCO).

II. Objectives, Scope of Work, Responsibilities and Outputs

The mid-term evaluation aims to know:

1. the extent to which the Project was able to achieve its development objectives and operational targets
2. effectiveness and efficiency of the implementation strategies or management systems adopted with regards to planning, coordination, and use of the designated resources
3. preliminary assessment on the sustainability context

4. recommendations to improve management and implementation arrangements to achieve targets within the given timeframe

Towards this end, the individual consultant will design and execute an agreed evaluation process that will look into the project performance, effectiveness of approaches or processes adopted including good practices for replication and partnership strategies.

Following AusAID's guidelines on the design and conduct of independent progress report, progress of the project will be assessed based on the following criteria that will determine the extent to which the Project:

- contributed to higher level objectives of Australia's aid program in the country (Relevance)
- achieved its stated objectives (Effectiveness)
- managed to get value for money (Efficiency)
- able to produce positive or negative changes (Impact)
- may continue after funding has ceased (Sustainability)
- advanced gender equality (Gender Equality)
- based on sound technical analysis and continuous learning (Analysis and Learning)

The consultant is required to analyze all relevant sources of information such as annual reports, programme documents, internal reports and summaries, programme archives, national development documents and whatever documents that can outline evidence to assess the worth of the different dimension of analysis. It is expected that the consultant will also use interviews as a form of relevant data collection for the evaluation.

The methodology of the evaluation will be described in detail in the inception report and in the final report of the evaluation. The final report should contain all major findings and recommendations from the evaluation, incorporating the comments of NEDA-RDCS and relevant stakeholders. Annexed to the report are the instruments and tools used to collect information and analyze data (documents, interviews, field visits, questionnaires, participatory techniques, etc).

Final terms of engagement and other requirements shall be agreed upon by NEDA-RDCS and the selected consultant.

III. Schedule

The duration of the evaluation will be from January to February 2012, including site visits, consultations, desk reviews/research, and presentation of findings to NEDA-RDCS and stakeholders.

IV. Selection Criteria

The consultant will be selected based on the following criteria:

Education: Master degree on development, public policy, social science, or related field.
Further education or a concentration in evaluation would be an asset.

Experience: At least 5 years of recognized expertise in conducting project, programme, thematic or country evaluations

Competencies:

- In-depth knowledge on Philippine development and physical framework planning
- Familiarity with current practices and emerging trends on mainstreaming DRR/CCA in development planning
- Conceptual thinking and analytical skills
- Excellent communication skills

V. Submission of application

Interested parties must submit their *Letter of Interest*, *CV* highlighting experience in similar projects/assignments and indicating at least three references, and a *Concept Note* (maximum three pages) providing an overview of the proposed approach in conducting the mid-term evaluation. Deadline of submission is **December 21, 2011**. Please address to:

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