



UNITED NATIONS DEVELOPMENT PROGRAMME
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I. INTRODUCTION

The Palawan New and Renewable Energy and Livelihood Support Project (PNRELSP) is a Global Environment Facility (GEF) supported medium size project (MSP) and is in line with GEF Operational Programme No. 6, "Promoting the Adoption of Renewable Energy by Removing Barriers and Reducing Implementation Costs," implemented through the United Nations Development Programme (UNDP). All parties signed the 3-year project on February 28, 2001 that indicates official implementation of the project.

The project is aimed at reducing the long-term growth of greenhouse gas (GHG) emissions through removing the barriers to commercial utilization of renewable energy power systems to substitute for use of diesel generators in Palawan. This project originally intends to demonstrate the viability of the RESCO (Rural Energy Service Company) delivery mechanism of renewable energy systems, and economic activities of productive use of renewable energy services for rural communities. However, Shell Renewables, Inc., one of the project partners, has shifted its delivery mechanism to a "Direct Sales Approach," because of the failure of the RESCO approach in their project in Aklan. As such, the project will support direct sales approach and other appropriate delivery mechanisms. Specifically, the expected outcomes are as follows:

- Increased awareness of renewable energy systems;
- Increased information and services of renewable energy for potential investors; and
- A commercial and sustainable delivery mechanism set up such as Direct Sales approach to provide renewable energy services in the province of Palawan;

Based on these outcomes, four (4) immediate objectives were drawn and these are:

- 1) Capacities for the Provincial Government, Local Government Units and Rural Electric Cooperatives improved;
- 2) Public demand for renewable energy systems increased;
- 3) A Renewable Energy Development Center established in Palawan; and
- 4) Risk sharing mechanism to support appropriate delivery mechanism such as Direct Sales approach.

To achieve the above objectives, the GEF has provided US\$750,000; the UNDP provided US\$100,000 for the livelihood component of the project; the Palawan Provincial Government (PGP) is providing a US\$300,000 counterpart (in kind and cash); and Shell International Renewables Ltd. has pledged US\$1,400,000 parallel co-financing to promote renewable energy systems in the province.

The Monitoring and Evaluation (M&E) policy at the project level in UNDP-GEF has four objectives: i) to monitor and evaluate results and impacts; ii) to provide a basis for decision making on necessary amendments and improvements; iii) to promote accountability for resource use; and iv) to document, provide feedback on, and disseminate lessons learned. Final Evaluations are intended to assess the relevance, performance and success of the project. It will primarily look at the impact and sustainability of results, including contribution to capacity development and achievement of global environmental goals. It will also identify/document lessons learned and make recommendations that might improve design and implementation of other UNDP/GEF projects.

The final evaluation is a systematic and participatory learning exercise. Given this challenge, this exercise will be structured in such a way that it generates relevant knowledge for project partners while at the same time ensuring that this knowledge can and will be applied in practical and immediate ways. A consultative rather than an advisory process would dispel fears among some partners that evaluation is about finding fault and a proxy for measuring individual or institutional performance, rather than a sharing of knowledge and experiences amongst peers.

Like any project monitoring and evaluation activity, this final evaluation is conducted in accordance with established UNDP and GEF procedures and is to be undertaken by the project team and the UNDP CO, who will commission an independent consultant, with support from UNDP/GEF. The Logical Framework matrix provides performance and impact indicators for project implementation along with their corresponding means of verification. These, along with the objectives, procedures and tools described in the M&E plan presented in the project document will form the basis on which the proposed final evaluation of the PNRELSP will be built.

II. OBJECTIVES OF THE EVALUATION

Main Purpose

The purpose of the evaluation is to analyze and assess the relevance, sustainability, impact and effectiveness of the strategies, project design, implementation methodologies and resource allocations that have been adopted for the purpose of achieving the objectives stated in the project document.

The specific objectives of the evaluation are as follows:

- To identify and evaluate the effectiveness and outcome of strategies and activities of the project.
- To identify and evaluate the constraints and problems, which have been or are being encountered, the effectiveness of resource utilization and the delivery of project outputs.
- To assess progress towards attaining the project's global environmental objectives per GEF Operational Programme concerned (OP No. 6).
- To assess policy, institutional and financial instruments which have been identified and developed at the local level to ensure long-term sustainability of project-initiated activities beyond the life of the programme;
- To identify the manner and extent to which the project has leveraged co-financing and policy changes
- To assess the level of public involvement in the project and recommend on whether public involvement has been appropriate to the goals of the project;

- To review and evaluate the extent to which project impacts have reached the intended beneficiaries, both within and outside project sites;
- To assess the likelihood of continuation of project outcomes and benefits after completion of GEF funding;

In pursuit of the above, the following key issues should be carefully looked at:

- Changes in the enabling environment such as policy changes, increasing stakeholder involvement, alternations in institutional capacity
- Within the life of project implementation, how has the state of renewable energy application in Palawan changed? Proxy indicator to use changes in human behavior (i.e. changes in pressures and responses)
- What has been the contribution of UNDP & GEF to those changes?
- Impact: Aside from direct and obvious impacts, the project may have generated indirect or collateral impacts. These are difficult to quantify, but may be usefully illustrated according to types and examples and evaluated using narrative approaches, through case studies, evaluations, for example. A few examples of indirect or **collateral impacts** of GEF activities include:
 - *Political influence:* Contributing to an enhanced political profile that support Renewable Energy in the Province;
 - *Enhancement of information and access to it:* Generating and disseminating information on renewable energy and its status that contributes to the global and regional information base
 - *Replication:* Promoting the adoption of successful GEF approaches in other locations and projects
 - *Catalytic effects:* Generating other positive steps, catalyzing state legislation that is outside the project's objectives
 - *Financial leverage:* Prompting the availability of new and additional resources and co-financing,
 - *Synergy:* Fostering positive synergies across conventions and focal areas.
 - *Empowerment:* Boosting the stature and power of focal points through finance, information, and projects (not only in terms of resources, but a "place at the table ")

Focus of Evaluation

The Independent Consultant shall focus on the following based on the Four (4) Strategic Project outputs:

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| Output 1: | Improvement in the capacities for Provincial Government, LGUs and Rural Electric Cooperatives in dealing with renewable energy |
| Output 2: | Increased public demand for renewable energy systems |
| Output 3: | Establishment of a Renewable Energy Development Center (REDC) in Palawan |
| Output 4: | Demonstration and Application of a risk sharing mechanism to support direct sales of SHS and other appropriate delivery mechanisms |

III. PRODUCTS EXPECTED FROM THE EVALUATION

The Independent Consultant is expected to deliver the following outputs:

1. An Inception Report with a detailed work plan for the evaluation period indicating the schedules;

2. A draft terminal evaluation report in the format following Section IV below, including a discussion on the special issues to be submitted to UNDP Manila;
3. A final Terminal Evaluation Report addressing the comments and recommendations of GEF/UNDP within 15 days from receipt thereof.

The draft Terminal Evaluation Report will be circulated to the other key stakeholders for comments to be consolidated by the consultant and, together with the comments of GEF/UNDP, shall be finalized addressing the comments of the key stakeholders. Any discrepancies between the impressions of the evaluator and findings of these parties should be explained in an annex attached to the final report.

A Final Evaluation Report (no more than 30 pages, excluding Executive Summary and Annexes) shall be structured as follows:

- (i) Acronyms and Terms
- (ii) Executive Summary (no more than 4 pages)

The Executive Summary should briefly explain how the evaluation was conducted and provide the summary of contents of the report and its findings.

- (iii) Project Concept and Design Summary

This section should begin with the context of the problem that the project is addressing. It should describe how effectively the project concept and design could deal with the situation.

- (iv) Project Results

Progress towards attaining the project's regional and global environmental objectives and achievement of project outcomes. It should also try to answer the question: What has happened and why? The performance indicators in the logframe matrix are crucial to completing this section.

- (v) Project Management

This section covers the assessment of the project's adaptive management, partnerships, involvement of stakeholders, public participation, roles and responsibilities, monitoring plans, assistance from UNDP and IMO, etc.

- (vi) Recommendations

Here, the evaluators should be as specific as possible. To whom are the recommendations addressed and what exactly should that party do? Recommendations might include sets of options and alternatives.

- (vii) Lessons Learned

This is a list of lessons that may be useful to other projects.

List of Annexes includes Terms of Reference, Itinerary, Persons Interviewed, Summary of Field Visits, List of Documents reviewed, Questionnaires used, and Comments by Stakeholders.

IV. APPROACHES AND METHODOLOGY

The approaches and methodology to be employed by the independent consultant in undertaking the evaluation will include:

1. Develop a work plan for the evaluation indicating the schedules;
2. Brief and debrief UNDP-CO, the Provincial Government of Palawan (PGP), PMO, and relevant key stakeholders if deemed necessary;
3. Complete a desk review of the relevant documents regarding the project;
4. Conduct interviews with relevant project management staff, PGP and UNDP officers, and key stakeholders such as the Shell Solar Inc, Cooperative Bank of Palawan (CBP), Development Bank of the Philippines (DBP) and peoples' organizations in the field, local government unit (LGU) officials, church leaders, and other groups as necessary.
5. Conduct field visits in at least one project site (barangay) for on-site evaluation, field interviews and information gathering on project management and other related activities.

V. QUALIFICATION OF THE EVALUATION CONSULTANT

The Final Evaluation Consultant must have an expertise on legal and policy environment, renewable energy resource management and M & E. Specific qualifications are as follows:

At least ten years of proven experience with:

- Legal and policy analysis in renewable and/or sustainable energy management
- The logical framework approach and other strategic planning approaches;
- M&E methods and approaches (including quantitative, qualitative and participatory);
- Planning, design and implementation of M&E systems;
- Experience and training on M&E development and implementation and/or facilitating learning-oriented analysis sessions of M&E data with multiple stakeholders;
- Data and information analysis
- Report writing.

She/he must also have:

- A solid understanding of renewable energy management, with a focus on participatory processes, joint management, and possible inclusion of gender issues;
- Familiarity with and a supportive attitude towards processes of strengthening local organizations and building local capacities for self-management;
- Willingness to undertake regular field visits and interact with different stakeholders, especially primary stakeholders;

- Computer skills in word processing and other basic MS Word Office operations
- Leadership qualities, personnel and team management (including mediation and conflict resolution);
- Excellent writing and reporting skills in the English Language is required.

Desirable:

- Extensive and substantive knowledge of the renewable energy focal area in which the project operates;
- Understanding of UNDP and GEF procedures;
- Experience in data processing and with computers.
- Experience in the evaluation of technical assistance projects, preferably with UNDP or other United Nations development agencies and major donors. If possible, experience in the evaluation of GEF-funded renewable energy projects.

VI. IMPLEMENTATION ARRANGEMENTS

UNDP Manila Office shall be the main operation point for the evaluation, which shall be responsible for liaising with the independent evaluation consultant and relevant persons to set-up the stakeholders interviews and meetings, arranging field visits in coordination with PGP, CBP and DBP. It shall ensure the timely provision of travel arrangements, DSA, professional fees in accordance with the contract. It shall also provide all project documents for review of the evaluators available at UNDP Manila.

PGP and CBP shall provide the necessary logistical support (for field arrangements and stakeholders interviews and meetings). It shall also provide all project information and documents for review by the evaluators.

The evaluation will be conducted for a period of six (6) weeks.

VII. PAYMENT TERMS

The consultant will be paid, in accordance to the schedule below:

1st payment (15% of contract cost) - Upon submission and acceptance of Consolidated Inception Report

2nd payment (65% of contract cost) – Upon submission and acceptance of Consolidated Draft Terminal Evaluation Report

3rd payment (20% of contract cost) – Upon submission and acceptance of Consolidated Final Terminal Evaluation Report

VIII. SPECIAL ISSUES:

The evaluation will consider and assess special issues related to the natural resources management policy environment in the Philippines in which the project operates. The evaluation shall be viewed in the context of a possible UNDP-GEF Phase 2 taking into consideration the approved UNDP-GEF Project Document and the new and emerging UNDP-GEF strategic priorities and thrusts.