

## Terms of Reference (TOR) For Outcome Evaluation for UNDP Tajikistan Energy and Environment Programme

### Introduction:

The UNDP country programme for the period of 2010-2015 aims to achieve the objectives set out in the National Development Strategy of the Republic of Tajikistan for the period up to 2015, in accordance with the UN [Millennium Development Goals](#). The promotion of national development policies and programmes are undertaken through a combination of policy support for the MDGs and capacity development support for service delivery, strategic planning, and resource mobilization. Building on its comparative advantages, programme strengths and lessons learned from previous interventions, UNDP focuses its interventions on the areas of (1) Poverty Reduction and Achievement of MDGs, (2) Reducing burden of HIV/AIDS, Malaria and Tuberculosis, (3) Good Governance, (4) Crisis Prevention and Recovery, and (5) Environment and Sustainable Development. Particular attention is given to the scaling up of proven successful initiatives, utilizing best practices and lessons learned to inform policy reform, and promoting gender equality as a cross-cutting issue.

In close partnership and coordination with the Committee for Environmental Protection, UNDP strives to contribute to national goals with regard to achieving environmental sustainability and sustainable natural resource management, as well as related UN's Millennium Development Goals. The UNDP project portfolio on energy and environmental issues has been growing for the past few years, with many of the projects being in their final stages of implementation.

UNDP's involvement in this area is framed around the following outcome: **“Environment and Sustainable Development - Improved environmental protection, sustainable natural resources management, and increased access to alternative renewable energy.”**

Within 2011-2015 programmatic periods, UNDP's support has been shaped up to contribute to Tajikistan's transition to low emission and climate resilient development as a prerequisite for sustainable human development. UNDP's Energy and Environment Programme (E&E Programme) is a five-year initiative that is built to contribute to the implementation of Tajikistan's National Development Strategy 2010-2015 and is comprised of projects implemented both at the national and at the local levels utilizing the area-based development principles.

### Objectives of the evaluation:

The outcome evaluation will not only assess progress towards or achievement of the outcome but will also make recommendations on the realignment of programme design and response arrangements to be adopted both for the immediate, short term and long term. The findings and recommendations of the outcome evaluation will be used to identify UNDP involvement in the thematic area in Tajikistan within the corporate planning frameworks and documents such as United Nations Development Assistance Framework (UNDAF), Country Programme Document (CPD) and Country Programme Action Plan (CPAP) which will ensure achievement of the expected development outcome(s).

### 3. Scope of the evaluation:

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Based on criteria of relevance, effectiveness, efficiency and sustainability the scope of the evaluation is expected to include lessons learned, findings and recommendations in the following areas:

- Whether the **outcome** as stated in the CPAP has been achieved or what is the progress made towards its achievement. The outcome should be assessed within the context of the overall national development priorities in the areas of Environment and Sustainable Development as well as in the context of UNDP mandate in the field of Energy and Environment.
- Identify contribution of key UNDP outputs to achievement of the outcome.
- The contribution of the outcome towards attainment of targets set in the Millennium Development Goals and CPD/CPAP and national strategic goals according to NDS/PRS and sectoral national programmes and action plans.
- An analysis of the underlying factors within and beyond UNDP's control that affect the outcome (including analysis of strengths, weaknesses, opportunities and threats affecting the achievement of the outcome).
- Whether UNDP's outputs and other interventions can be credibly linked to the achievement of the outcome, including the key outputs from programmes, projects and soft (i.e policy advice and dialogue, advocacy and brokerage/coordination services) and hard assistance that contributed to the outcome.
- Whether UNDP's partnership strategy has been appropriate and effective including the range and quality of partnerships and collaboration developed with government, civil society, donors, the private sector and whether these have contributed to improved programme delivery. The degree of stakeholder and partner involvement in the various processes related to the outcome should be analysed.
- Whether gender and human rights dimensions are being adequately addressed in UNDP programming and have contributed to the achievement of the outcome.
- An assessment should also be made of the validity of the assumption of UNDP's comparative advantage in the area of capacity development of the government and civil society.

### 4. Products expected from the evaluation:

- 1) Inception report with finalised and agreed terms of reference, evaluation matrix, questionnaires and agreed methodology of evaluation (one week after beginning of assignment/contract)
- 2) A comprehensive evaluation report with findings, recommendations, lessons learned, rating on performance of both the outcome and outputs.
- 3) Applying "Theory of Change" and utilizing the results of the evaluation recommendations, develop a framework document for Energy and Environment Programme (utilizing the format of standard UNDP Project Document), including the development of the resource mobilization strategy and pipeline of project concepts as its integral part.

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It is expected that draft report will be submitted to UNDP CO in two working weeks after in-country mission, and the final report with all comments and recommendations incorporated submitted to UNDP CO for final endorsement not later than in two working weeks after receipt of UNDP formal feedback with comments to a draft.

### **Methodology or evaluation approach:**

The key elements of the methodology to be used by the evaluation team will consist of the following:

- Documentation review (desk study);
- Interviews with key partners and stakeholders;
- Field visits;
- Questionnaires;
- Participatory techniques and other approaches for the gathering and analysis of data;

### **Documents to be reviewed**

Some of the background documents to be reviewed as part of the outcome evaluation are as follows<sup>1</sup>:

- Country Programme Document (CPD) 2010-2015;
- Country Programme Action Plan (CPAP) 2010-2015;
- United Nations Development Assistance Framework (2010-2015);
- Energy and Environment Programme Document;
- National legislation, strategies and programmes as deemed relevant to the scope of evaluation;
- Project documents (please refer to the list of projects provided in the Annex 1);
- Millennium Development Goals, Tajikistan Progress Report 2010;
- Mid-term and final evaluation reports of the project (please refer to the list of projects provided in the Annex 1).

### **Evaluation team:**

The evaluation team will comprise **one International Evaluation Consultant**. The international evaluation consultant will have the responsibility for the overall co-ordination of the evaluation activity and for ensuring final coherence of the report, both in terms of content and presentation.

The international consultant should hold an advance university degree in environmental sciences, climate change, or social sciences, and have over ten years of professional experience in the evaluation work and be competent and experienced in some of the following areas:

- Project design, management and implementation;
- Expertise and experience in monitoring and evaluation;

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<sup>1</sup> Final list of references and sources for desk review will be agreed and stipulated in inception report.

- Experience with development management /organizational capacity building;
- Qualifications in environmental sciences, social sciences;
- Knowledge and competencies/experience in policy analysis;
- Experience in development aid and technical cooperation would be an advantage;
- Knowledge of UNDP procedures and programme implementation strategies will be considered as an additional asset;
- Good report writing skills;
- Advanced computer literacy;
- Excellent knowledge of English with proven writing skills; knowledge of Russian language would be an asset.

The international evaluation consultant will be allocated 20 working days (5 working days for desk work, 5 working days of in-country mission, and 10 working days for writing the report and programme document. The final workload distribution will be outlined in inception report) and the national consultant 15 working days for this assignment.

### **Action Plan for Outcome Evaluation**

Deliverables, activities, and milestones follow this tentative schedule:

<b>ACTIVITIES</b>	<b>TIME-FRAME</b>
a. Desk review, reading of outcome-related documentation	September 2015
b. Submission of the Inception report with tentative mission agenda	September 2015
c. 5-day in country mission and presentation of findings at the end of the mission	End of September –Early October 2015
d. First draft of the Outcome Evaluation report	Mid-October 2015
e. Final Outcome Evaluation report in form and substance satisfactory to UNDP, submitted 2 weeks after the receipt of final comments from UNDP CO	November 2015
f. Framework Document for Energy and Environment Programme (with resource mobilization strategy and pipeline of project concept notes being an integral part of it), in form and substance satisfactory to UNDP	November 2015

### **Implementation arrangements:**

The UNDP Tajikistan Country Office through its Energy and Environment Programme, and in close consultations with the Committee for Environmental Protection of the Republic of Tajikistan, will be responsible for coordinating, organising and managing the evaluation. UNDP staff will be also responsible for liaising with partners, backstopping and providing relevant documentation and technical feedback to the evaluation team.