



TRUNG TÂM HỖ TRỢ PHÁT TRIỂN VÌ PHỤ NỮ VÀ TRẺ EM

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138 Tran Binh, My Dinh 2 Ward,
Nam Tu Liem District, Ha Noi

Hanoi, 6. February 2020

Terms of Reference for Evaluation

Project title: Strengthen local knowledge to adapt to climate change

(Project code: N-VNM-2017-0242)

General information

Name of the organisation	Centre for Promoting Development for Women and Children (DWC)
Address	Room 414, My Dinh Plaza, 138 Tran Binh street, My Dinh 2 ward, Nam Tu Liem district, Hanoi, Vietnam
P.O. Box	Room 414, My Dinh Plaza, 138 Tran Binh street, My Dinh 2 ward, Nam Tu Liem district, Hanoi, Vietnam
Contact person	Ms. Bui Thi Kim – DWC Director
E-mail	dwc.buithikim@gmail.com
Phone number	(844) 66 58 74 74
Fax number	None
Project title	<i>Strengthen local knowledge to adapt to climate change</i>
Project period	01.04.2018 – 31.03.2020
Project Budget	164.000 Euro
Funded by BfdW-PDS?	146.000 Euro by BfdW (BMZ) (3.504.000.000 VND)
Other funds	12.000 Euro by Oxfam (co - funded) (288.000.000 VND) 6.000 Euro by local contribution (144.000.000 VND)

1. Introduction

The project “*Strengthen local knowledge to adapt to climate change*” has been co-funded by two donors, BfdW (89.02%) and Oxfam (7.32%), and local contribution (3.66%). The project has been implementing in 10 orange farmers’ groups in Thuong Bang La commune, Van Chan district, Yen Bai province for the period from 01.04.2018 – 31.03.2020.

DWC is the project holder, cooperated with AMDI as the technical advisor for the climate changed related issues.

Following are the main contents of the project:

Project goal: Sustainable, climate-resilient citrus farming will be practiced in Yen Bai province.

Project objectives:

- **Objective 1:** Sustainable citrus cultivation introduced by the project will be adopted by the community in Thuong Bang La commune.
- **Objective 2:** Average income from citrus farming will be increased.

Indicators of project objectives

For Objective 1:

- **Indicator 1:** By the end of the project, at least 250 households will have adopted the sustainable citrus cultivation techniques introduced by the project.

For Objective 2:

- **Indicator 2:** By the end of the first year of the project, citrus-farming business plans will have been developed and implemented by 10 farmer groups (including 100 households).
- **Indicator 3:** By the end of the project, citrus production incomes in 100 households will have increased by 10%.

Target groups:

Direct target groups:

- Approximately 400 citrus-growing households in the commune (2,000 residents), including 100 poor households benefitting from climate-adaptive citrus cultivation models and 300 other households benefitting from awareness-raising and technical training on climate change and adaptive citrus cultivation;

Indirect target groups:

- A further 6,000 residents of Thuong Bang La commune will benefit from improved livelihoods. Local authorities and provincial, district and communal government agriculture extension officials who participate in project activities will benefit from an increased awareness of the impact of climate change, updated knowledge, and techniques for adaptive citrus cultivation.

The project interventions have been focused on:

- Conducting three researches led by AMDI in cooperation with DWC and local authorities: (i) **Citrus market research** to review current citrus production and consumption in order to identify production and income improvement opportunities; (ii) **Knowledge – Attitude – Practice (KAP) survey** on approximate 400 citrus-farming households to assess farmers' KAP on climate change, disaster risk reduction, and sustainable citrus farming. A KAP report will be produced to set up baseline indicators for measuring the changes among farmers at the end of the project; and (iii) **Climate Vulnerability and Adaptation Capacity Assessment (CVCA)** to identify climate change projections and vulnerability of livelihoods and community; and propose household-level adaptation options.
- Capacity building for the orange farmers of the 10 groups on (i) Climate change and adaptation measures; (ii) Planning for production and business; (iii) Sustainable farming techniques (safe orange farming techniques, making bio-fertilizers and biological plant

protection products); and (iv) Gender Action Learning System (GALS) towards gender equality for farmers at household and in orange cooperative/farmers groups (this part funded by Oxfam)

- Support 10 orange farmers' groups in implementing adaptation measures on their orange orchards and integrating gender equality in their families and in the operation of the groups.

2. Cause and objective of the evaluation

The project will be end and phased out at the end of March 2020. An external evaluation must be implemented according to the requirement which was articulated in the project contract by the donor (BfdW).

This external evaluation is planned in the two first weeks of March 2020 with the following objectives:

1. Assessing the relevance, effectiveness and sustainability of the project in relation to its stated objectives from technical, social aspects;
2. Assessing the effectiveness and efficiency of the project implementation process and the extent to which the project has achieved its overall goal, specific objectives and other expected outcomes; Identifying strengths and weaknesses of the project design and implementation;
3. Assessing the Outcomes/Impact of project's including positive and negative impacts; and both intended and unintended impacts;
4. Providing recommendations for local authorities at the project sites to effectively sustain the project results and for DWC/AMDI to replicate the model introduced by the project to other relevant project areas.

3. Key questions

The evaluator should draw conclusions about the results of the ongoing project and suggest recommendations for DWC/AMDI in regards of project strategies and interventions. The evaluation should response, but not be limited to following issues:

Relevance: The extent to which the project is suited to the priorities and policies of the target groups. It is useful to consider the following questions:

- To what extent is the intervention important for the target group?
- To what extent are the objectives of the project still appropriate?
- Are the activities and outputs of the project consistent with the project objectives (coherence of the planned chain of causality)?

Obstacles and opportunities: It is useful to consider following questions:

- Were there any obstacles? If yet, how did the project overcome them?
- Are there any opportunities for improvement? If yet, how did the project materialize them?

<p>Outputs/Outcomes and Impacts: The positive and negative changes produced by the project, directly or indirectly. This involves the main outcomes and impacts resulting from the project. The evaluation should be concerned with both intended and unintended outcomes and impacts. It is useful to consider the following questions:</p> <ul style="list-style-type: none"> - What real difference has the project made to the beneficiaries in terms of social, economic, political, cultural, and ecological changes, taking into account the gender dimension? - How many people have been affected? - What are the key achievements of the project so far? - Which other factors contributed to the changes that were generated, and to what extent can the changes be attributed to the project activities (plausibility)?
<p>Effectiveness: A measure of the extent to which a project achieves its objectives, i.e. a comparison of the intended outcomes/outputs with the observed outcome/outputs. It is useful to consider the following questions:</p> <ul style="list-style-type: none"> - To what extent were the objectives achieved or are likely to be achieved? - What were the major factors influencing the achievement or non-achievement of the objectives? - Were the initial objectives realistic?
<p>Sustainability: Sustainability is concerned with measuring whether the benefits of a project are likely to continue after funding has been withdrawn. Benefits need to be environmentally as well as economically, technically and socially sustainable. It is useful to consider the following questions for the first project phase:</p> <ul style="list-style-type: none"> - To what extent are the benefits of the project likely to continue once donor funding has ceased? - What were the major factors, which influenced the achievement or non-achievement of sustainability of the project?

4. Evaluation design/methods

The external evaluation will be conducted in participatory way and involve following stakeholders:

- Evaluation should be focusing on the target groups;
- Local partners involved in implementing the project at different levels:
 - ✓ Members of the local Project Management Board (PMB): DWC, Yen Bai Women Union, Agriculture Department of Van Chan district, representatives of Thuong Bang La commune (People Committee, Women Union, agriculture extension service...);
 - ✓ Leaders and members of the 10 orange farmers' groups/collective groups.
 - ✓ DWC director and related project staff of DWC and AMDI...

5. Process of the evaluation/time frame

Time/Deadline	Working days paid	Products/Content
Up to 28.02.2020	3,0	<ul style="list-style-type: none"> - Study related project documents (will be provided by DWC) - Technical and financial proposals of the evaluation, including draft evaluation program (methods, tools, stakeholders involved...) - Draft report outline - Discussion with DWC team on the evaluation program
Week 1 of March 2020	5,0	<ul style="list-style-type: none"> - Working at DWC office in Hanoi - Working at the field: district, communes, villages and 06 orange farmers' groups - Feedback meeting with representative of local people/local authorities/DWC (at Thuong Bang La commune) and travel back to Hanoi
Week 2 of March 2020	5,0	<ul style="list-style-type: none"> - Processing data, - Providing draft report in Vietnamese and English to DWC - Debriefing meeting with DWC
18. March 2020	2,0	Providing Final Report in Vietnamese and English
Total		15 days

6. Expected products

Following products provided to DWC on time:

- Working program (including stakeholders in detail) for preparation of DWC with local stakeholders: 27 February 2020 (in Vietnamese)
- Results of the feedback meeting at Thuong Bang La commune: two days after the meeting conducted (in Vietnamese)
- Draft evaluation: 12. March 2020 (in Vietnamese and English)
- Final report with related Annexes (Main report about 25 pages maximum excluding Annexes): 18. March 2020 (in Vietnamese and English)

7. Key qualifications of the evaluators

The consultant needs to demonstrate the following competencies and experiences:

- 5 years' experience working in development issues;
- Experience in qualitative and quantitative evaluation methods;

- Deep knowledge in sustainable agriculture development;
- Knowledge in citrus value chains and climate change adaption;
- Advantageously is knowledge of ethnic minorities and agriculture development policies in Vietnam;
- Good communication skills, fluency in Vietnamese and good writing in English language.

8. Support by DWC:

- Provide related project documents as evaluator needed;
- Obtain permits of local authorities for the field visits;
- Arrange transportation and accommodation at the field visits;
- Related project staff will accompany the evaluator to the fields.

9. Content of the evaluator's offer

The evaluator requested to submit following documents to Mrs. Bui Thi Kim – DWC Director via email (dwc.buithikim@gmail.com), CC to Mrs. Pham Thu Hong - DWC Deputy Director responsible for Finance and Human Resource (hongpt.dwc@gmail.com) and CC to Mrs. Nguyen Thi Thanh Xuan – the project accountant (xuannguyen.dwc@gmail.com) on 18 February 2020 at latest (only selected evaluator will be contacted):

- Updated CV;
- Technical proposal including draft evaluation program with detail dates/time (methods, tools, stakeholders involved...);
- Daily rate for required working days;
- Draft report outline;

Note: Please kindly refer to the project cost norms as follows:

- Maximum daily rate: 3.000.000 VND/day;
- Perdiem: 300.000 VND/day at the field;
- Accommodation: lump sum 300.000 VND/night or according to the actual red bill.

***DWC Director
Bui Thi Kim***