Project Summary

- Project Title: PIMS 2091 - Coastal and Marine biodiversity conservation and sustainable use in the Con Dao islands region
- Project ID: 00049728
- Implementing Partner: Ba Ria – Vung Tau provincial peoples’ Committee (PPC)
- Responsible Agency: Con Dao National Park (CDNP)
- Project Sites: Con Dao islands region, Con Dao District, BR-VT Province
- Country: Vietnam
- Budget: UNDP/ GEF US$ 970,450
  Government inputs (in kind) $ 254,850
  Third Party parallel funding (in kind) $ 598,000
- Duration of the assignment: 20 days, (expected starting date: early June 2009)
- Duty station: Ba Ria-Vung Tau province, Con Dao District, with travel to Ha Noi

Introduction

The Monitoring and Evaluation (M&E) policy at the project level in UNDP/GEF has four objectives:
- To monitor and evaluate results and impacts.
- To provide a basis for decision making on necessary amendments and improvements.
- To promote accountability for resource use.
- To document, provide feedback on, and disseminate lessons learned.

A mix of tools is used to ensure effective project M&E. These are applied continuously throughout the lifetime of the project (e.g. periodic monitoring of indicators) or as specific time-bound exercises such as mid-term reviews, audit reports and final evaluations.

In accordance with UNDP/GEF M&E policies and procedures, the Con Dao project will undergo a final evaluation upon completion of implementation. The final evaluation will assess the relevance, performance and success of the project. The evaluation looks at early signs of potential impact and sustainability of results, including the contribution to capacity development and the achievement of global environmental goals. The evaluation will also identify/document lessons learned and make recommendations that might improve design and implementation of other UNDP/GEF projects.

Brief project description

This medium-sized GEF project focuses on the Con Dao island archipelago in the south of Vietnam and aims to strengthen local capacity for marine and coastal conservation, improve the integration of conservation and environmental management into development planning, establish a sustainable financing mechanism for biodiversity conservation, and link local efforts to national strategies and policy development, thus contributing to the conservation of globally significant coastal and marine biodiversity.

Objectives of the evaluation

The evaluation will assess the following:

- Implementation approach: including an analysis of the project's logical framework, performance indicators, adaptation to changing conditions and overall project management.

- Execution and implementation modalities: including examination of the effectiveness of integration of partner funded (GOV and DANIDA) and sub-contracted (WWF) activities.
• Financial planning: including an assessment of the project cost by objectives, outputs, activities, the cost-effectiveness of achievements, financial management and co-financing.

• Sustainability: the likelihood of sustainability of outcomes at project termination, with attention to sustainability of financial resources, the socio-political environment, institutional and governance factors, and environmental risks.

• The catalytic or replication effects of the project.

• The M&E system: assessment as to whether the project met the requirements for design of a M&E system and the implementation of the project M&E activities, with attention to project contributions to the monitoring of long term change.

• Assessment of processes that affected the attainment of project results: examination of preparation and readiness of the project, country ownership/drivenness, stakeholder involvement, financial planning, effectiveness of executing Agency and Implementing Agency supervision, co-financing, and reasons for any delays in project outcomes and the attainment of sustainability.

• Lessons learned and recommendations relevant to similar projects and to GEFs portfolio.

Evaluation methodology

The evaluation will consist of the following steps:

• Initial desk review (International Consultant) - gathering of data, review of documentation (project document, project reports and other relevant project documentation).

• Mission to Vietnam, including field trip to the project area (Con Dao archipelago) and the provincial capital (Vung Tau), organised by the Implementing Agency (scheduling of meetings as agreed with the Consultants) with the assistance of UNDP CO. Debriefing meetings between the Consultants and UNDP representatives shall be organized on the first and last day of the mission.

• Preparation of the final report - the initial findings of the evaluation should be presented at a provincial workshop in Vung Tau and as a debriefing to UNDP-CO on the final day of the mission.

The evaluation will be carried out by one International and one National Consultant with support from local project staff. The evaluators will not have participated in the project preparation and/or implementation and should not have conflict of interest with project related activities. The Consultants will be jointly responsible for preparing and submitting the evaluation report to UNDP and for leading discussions with counterparts.

Time frame

The evaluation mission is expected to commence Monday 01 June 2009. The first draft of the evaluation report shall be submitted by 15 June to allow for comments from UNDP and the National Project Director. Upon receipt of these comments, the consultants shall submit the final report by 25 June. The work will require a total of 20 days, comprised of a 15 days field mission and 5 days for preparation and drafting of the report.
Duties and competencies:

International consultant (Team leader)

Duties:
- The International consultant will lead the team, be responsible for effective liaison with the UNDP, PMU and NPD in scheduling the mission, and be responsible for all outputs as indicated in the TORs.
- Provide an international perspective on the performance of the project and particularly on lessons learned applicable to other projects within the country, region and GEF portfolio in general.
- Ensure that all stakeholders involved in the project are consulted and their opinions included in the evaluation.
- Be responsible for preparation and presentation of interim results for a stakeholder workshop close to the end of the mission, and for a final debriefing with UNDP. Be responsible for the timely submission of the final report, and for responding to any requests for revision of the final report according to the timeline given in the TORs.

Required competencies:
- Academic and/or professional background in marine and coastal resources conservation and management, protected area management, or related fields.
- Familiar with integrated conservation development projects in developing countries, particularly in Asia, either through managing or evaluating donor-funded projects.
- Substantive knowledge of participatory monitoring and evaluation processes is essential and experience with ethnic minorities and country experience in Vietnam is an advantage.
- At least 10 year experience in the evaluation of technical assistance projects, if possible with UNDP or other UN development agencies and major donors. A demonstrated understanding of GEF principles and expected impacts in terms of global benefits is essential.
- Excellent English writing and communication skills. Demonstrated ability to assess complex situations in order to succinctly and clearly screen critical issues and draw conclusions and lessons learned.
- Experience in leading small multi-disciplinary, multi-national teams to deliver quality products in high stress, short deadline situations.

National consultant

Duties:
- Provide technical assistance to the Team leader and assist with the development of all project outputs, with particular responsibility for drafting certain outputs if so delegated by the Team leader.
- Provide a national perspective and experience to analyse and draw lessons from participatory and livelihoods development approaches used in the project.
- Analyse project success in engagement with Government planning processes, the constraints faced, project success in overcoming constraints, the quality of strategic planning documents developed by the project, and particularly the potential for up-streaming into national policy.

Required competencies:
- Academic background in natural resource management, marine and coastal resource management, or related fields.
- Knowledge of monitoring and evaluation processes and working experiences in developing performance indicators, project appraisal and the evaluation of conservation and development projects.
- At least 10 year experience in the evaluation of technical assistance projects, if possible with UNDP or other UN development agencies and major donors. A demonstrated understanding of GEF principles and expected impacts in terms of global benefits is essential.
- Demonstrable understanding of both conservation and development decision-making processes, at national and provincial level is essential.
- Knowledge of community participation approaches and livelihoods development strategies.
- Proficient English writing and communication skills. Ability to act as a translator for the international counterpart and to translate written documents from/ to Vietnamese is essential.