



Template for

# Terms of reference (ToR) for Midterm review (MTR) consultancy

## Background

This call is for a midterm review of programmes under the WWF Norway – Norad portfolio "Sustaining Tropical Forests for Nature, Climate and People". The overall purpose of Norad's support under the Norwegian International Climate and Forest Initiative (NICFI) is to mitigate climate change through the protection of tropical forests. Through this Norad grant, WWF-Norway supports the implementation of three interrelated programmes to address the lack of corporate standards and implementation of deforestation and conversion free supply chains and to support international and domestic policy development which promotes the protection of tropical forests.

Implementation of the project began during Summer 2021 and will be operational until the end 2025, with a total budget of 120 million NOK over its duration. The primary aim of the project is the adoption and implementation of zero deforestation and conversion commitments by private sector actors and financial institutions in Brazil, Colombia, China and Norway though developments outside of these countries are often also considered relevant for their upstream impacts.

Since the project's inception major developments have occurred regarding trade in commodities associated with deforestation and land conversion, including new legislative initiatives in the EU, UK and US; new governments in Brazil and Colombia; and an increasingly prominent role has been given to efforts to combat deforestation in global fora particularly during the UNFCCC and CBD conferences. With this context in mind, this mid-term review will serve to enable WWF Norway to assess the current implementation of the grant, as well as to identify how developments since 2021 may present fresh opportunities.

## Purpose and objective

A review is required at mid-term of the programme period ("*Sustaining Tropical Forests for Nature, Climate and People*" Brazil and Colombia) as per WWF reporting requirements for Norad programmes and WWF standards. The main objective of the mid-term review is to provide WWF and stakeholders with an independent or semi-independent assessment of the programme against the set targets and the OECD DAC criteria for evaluation<sup>1</sup> to improve its performance and effectiveness. The mid-term review needs to:

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<sup>1</sup> OECD (n.d.). Evaluation Criteria - OECD. [online] [www.oecd.org](https://www.oecd.org/dac/evaluation/daccriteriaforevaluatingdevelopmentassistance.htm). Available at: <https://www.oecd.org/dac/evaluation/daccriteriaforevaluatingdevelopmentassistance.htm>

- assess the programme against the six OECD DAC criteria for evaluation which include relevance, coherence, effectiveness, efficiency, impact, and sustainability;
- assess how recent political changes in Brazil and Colombia can be harnessed to leverage increased delivery of the programme.
- recommend strategies for the use of additional funding during the remainder of the grant period;
- recommend strategies to improve performance towards project targets as well as relevance, coherence, effectiveness, efficiency, impact, and sustainability of the programme;
- Expected continued effects of the covid-19 pandemic on the programme will also need to be addressed, rather than a focus on known delays the pandemic has caused.
- draw key lessons learned and recommend ways to promote continuous learning.

The key users and target audiences for this mid-term review report is the programme advisors, managers, Norad, WWF Norway, and a portfolio midterm review consultant. The final report will be included as a basis for analysis in WWF Norway's NICFI portfolio review, and it will feed into the thematic focus on WWF-Norway's effectiveness in coordinating impacts between implementing partners at national and global levels in the portfolio review.

## Methodology and process

The methodology used will compare actual progress against targets will be based on the findings and factual statements identified from review of relevant documents i.e. programme proposal, result framework, risk assessment, budget, semi-annual and annual Technical Progress Reports (TPR), quarterly and annual Financial Reports (FR) and other documents and reports reviewed and produced by the programme. The review will also be based on a site visit and interviews and discussions with key stakeholders, such as programme officers and programme participants.

During these site visits formal surveys for programme participants (members/employees of CSO's/Non-state actors targeted by WWF-Norway under the Norad/NICFI grant) and focus group discussions can be used to inform the evaluation of the effectiveness of the interventions.

Some parts of the focus group discussions should also be open-ended questions to allow for unforeseen reflections. Participation of stakeholders in the review should be maintained at all the times, reflecting opinions, expectations, and vision about the contribution of the programme towards the achievement of its objectives.

## Outputs and deliverables

The consultant shall provide WWF Country/Programme Offices (*WWF-Brazil and WWF-Colombia*) and WWF Norway with the following:

- a. A brief inception report highlighting the key questions, methodology, timeline, and stakeholder engagement plan
- b. Draft mid-term review (main text excluding summary and annexe not to exceed 25 pages) as per the report template provided by WWF Office for review by programme stakeholders;
- c. PowerPoint presentation summarising the methodology and approach taken, the evaluation findings, conclusion, recommendations and lessons learned.
- d. Final mid-term review (main text excluding summary and annexe not to exceed 25 pages) as per the report template provided by WWF Office.

## Requirements of the reviewer

Qualifications & Experience include:

- Degree in social sciences, business, or economics
- 5 Years of experience in relevant field, with particular experience in civil society corporate/finance sector engagement and national policy advocacy.
- Experience with mid-term or end-term reviews or evaluations
- Proficient in programme design, monitoring and evaluation
- Excellent communication skills in English. Other regional languages, particularly Spanish and Portuguese are an asset.
- Good knowledge of the geographical area (POs need to insert the specific area)
- Computer literate (Microsoft: Word, Excel, Access, PowerPoint, Publisher)

## Implementation arrangements

The consultant will either work alone (independent review) or as part a team composed of staffs from WWF country/programme office and WWF Norway. The consultant will be contracted by WWF country/programme office who shall arrange for the consultant all necessary site visits and meetings in the programme sites according to the TOR.

## Time frame and duration

The mid-term review will be carried out between April to June 2023. The total duration will be 25 working days with the following breakdown:

- 3 working days for literature review (reading relevant documents) and produce brief inception presentation planning the MTR;
- 15 working days on the field (field trips included) to undertake interviews, site visit; review evidence, etc.
- 5 working days at home base for drafting the MTR and presentation
- 2 working days finalizing the report after receiving comments from WWF.

## Mode of application

Interested candidates should send their application including i.e. resume and application letter and proposed methodology to ([licitaciones@wwf.org.co](mailto:licitaciones@wwf.org.co)) with [smcqueen@wwf.no](mailto:smcqueen@wwf.no) no by 10<sup>th</sup> April until 11 a.m.