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ETHIOPIA

TERMS OF REFERENCE (ToR) FOR THE RECRUITMENT OF INDIVIDUAL CONSULTANT (IC)

GENERAL INFORMATION

Services/Work Description:	Review of the Development Assistance Group in Ethiopia
Project/Program Title:	Phase V-Development Partners Support to Implementation of the GTPII in Ethiopia.
Post Title:	International Consultant
Duty Station:	Home-based with travels to Addis Ababa
Expected Places of Travel:	Addis Ababa
Duration:	21 working days
Expected Start Date:	ASAP considering local context

I. BACKGROUND / PROJECT DESCRIPTION

The Development Assistance Group (DAG) was established in 2001 and currently has 30 bilateral and multilateral members supporting the Government of Ethiopia (GoE) in executing the national development plan - the Second Growth and Transformation Plan (GTPII) and the Global Sustainable Development Goals (SDGs). The DAG was initially established to foster and catalyze policy dialogue and to coordinate and harmonize development partners' support in the government's preparation, implementation, and monitoring and evaluation of the national development plan and the Millennium Development Goals (MDGs). Currently in its fifth phase the project *Development Partners' Support to the implementation of the second Growth and Transformation Plan - GTPII* has seen partners align their support to national development plans. According to official statistics, with growth recorded at 10.9% during fiscal year 2017, Ethiopia is one of the world's fastest growing economies, with an average annual gross domestic product (GDP) growth rate of 10.3% during the 10 fiscal years ending June 2016. Despite this Ethiopia is still among the top 10 recipients of gross official development assistance (ODA) globally, coming 5th after Afghanistan, India, Vietnam and Syria (*according to the OECD*)

The DAG Project supports the Government and development partners to enhance compliance with the global objectives of development effectiveness and assists the meeting of commitments and targets in the following key areas; national ownership of development priorities; focus on results; facilitation of inclusive partnerships, mutual accountability & transparency. The project also contributes to harmonizing support through various policy dialogue platforms such as the High-Level Forums (HLF), Sector and Technical working groups.

The current project comes to an end in June 2020, and this mid-term review will inform the next phase of the project. From the beginning of the project's Phase V (June 2016), various thematic sector working groups were revitalized (Gender, M&E) and others established (climate resilient green economic forum – CRGE). The objective of the realignment of SWGs was to strengthen their overall structure and facilitate effective dialogue between development partners and the GoE on alignment of development cooperation to national plans, priorities and systems to deliver on results.

The DAG Pooled Fund includes three outputs: (1) Effective Support to the implementation of the GTPII and SDGs; (2) Effective dialogue between GoE and the DAG; and (3) Aid effectiveness and harmonized targets achieved. The DAG Pooled Fund is one mechanism to promote partnership dialogue and harmonise donor support. Furthermore, the project also supports the GoE and DAG meet aid effectiveness and harmonization objectives in line with the Mexico High-Level Communique; Busan Partnership for Effective Development Cooperation Document; Accra Agenda for Action; and Paris Declaration.

The ‘DAG Structure’ includes the DAG (Heads of Agency), Ex-Com; technical working groups; and a Secretariat and also refers to their associations to one another and interface with the Government of Ethiopia. The DAG Secretariat is hosted by the United Nations Development Programme (UNDP) country office and provides support to MoF and the Planning & Development Commission in the context of the DAG Pooled Fund’s support to the national development plan, the GTPII. It also provides technical assistance, policy advisory services and facilitates support to the various working groups; the DAG Executive Committee (Ex-Com); and the DAG Heads of Agency. The Secretariat follows up on ongoing agendas as well as new initiatives that are launched by the DAG and facilitates policy discussions between the government and partners, such as the Annual Progress Review Meetings of the Growth and Transformation Plan and the High-Level Forum (HLF).

The technical working groups that operate directly under the umbrella of the DAG include: (i) the Macro-economic discussion forum and Public Financial Management sub-groups; (ii) Governance technical working Group GTWG which consists of Civil Society and the Justice, Safety and Conflict sub-groups; (iii) Donor Group on Gender Equality (DGGE); and (iv) Health, Population & Nutrition, consisting of sub groups on Nutrition and HIV/AIDS and v) Basic Service Delivery. In addition, the architecture includes eleven sector working groups with 14 sub sector working groups that fall under the auspices of the MoF-chaired Effective Development Cooperation Task Force. More information on the DAG structure can be found on the DAG website: www.dagethiopia.org.

The mid-term review will assess the extent to which the objectives of the DAG Pooled Fund project are well-implemented so far during the fifth phase of the project which began in April 2016 and ends in June 2020. The review will also ascertain to what extent the project in its current form, in terms of structure and content, was successful in delivering on aid effectiveness commitments and meeting the expectations of both Government and DAG members.

The objectives of the review are two-fold: (1) **to review the DAG’s objectives, structure and functions in order to assess its efficiency and effectiveness in strengthening donor dialogue with government, improve harmonisation and increase the effectiveness of development assistance;** (2) **to set out realistic, practical and concrete options and recommendations, that take into account the context in Ethiopia, for the design of the next phase of the project.**

II. SCOPE OF THE WORK

The scope of the study should include a review of the DAG Pooled Fund project, outputs and results to determine its contribution to the overall performance and provide key lessons and recommendations in order to improve the design of the next phase of the project action. The review should include an assessment of the current dialogue structure both the donor technical working groups, in particular the GTWG and the SWGs to determine their efficiency in facilitating dialogue on government priorities.

In reviewing the DAG Pooled Fund project, the consultant is expected to address the following points:

1. **Relevance:** Is the project achieving its intended objectives? To what degree do the project’s objectives remain valid considering the country context and the evolving landscape of development assistance? Are the project’s activities and outputs consistent with its key goals and attainment of objectives? Are the project’s activities and outputs consistent with its intended impacts and effects?
The findings of the assessment will inform any required refinements in the dialogue architecture to adequately respond to Ethiopia’s reform agenda, including funding modalities and instruments, as well as what’s required from Government to catalyze the required adjustments from development partners.
2. **Effectiveness:** What is the degree of achievement as per the project indicators? What are the factors that contributed towards the achievement/failure of the intended objectives? Are these consistent with the aid effectiveness principles and stakeholders’ expectations?
3. **Efficiency:** How Cost-Efficient were the activities? Were Objectives achieved on time? How efficient was the implementation – compared to potential alternatives? How did the project monitoring and management arrangements facilitate efficient and effective implementation of the project? To what extent did the partnerships with relevant stakeholders contribute to the achievement of results of the project?
4. **Synergies:** The review should assess progress made in establishing synergies between the current dialogue structure and pertinent non-state actors including CSOs, private sector, etc. Findings from this assessment will inform measures for maximizing these synergies.
5. **Impact:** Have the project’s outcomes reached the intended targets as per the project indicators? Did the project directly or indirectly strengthen the principles of effective development cooperation in Ethiopia? What was its added value both in design and implementation?
6. **Sustainability:** The extent to which results from the project will, or are likely to, continue. What factors were responsible for the achievement or failure of the project’s overall sustainability? How did the project contribute towards building of systems and capacities at Government level?

III. EXPECTED OUTPUTS AND DELIVERABLES

No.	Deliverables / Outputs	Estimated Duration to Complete	Review and Approvals Required
1.	An inception report based on the desk review to be presented to the steering committee to sharpen the scope, prioritization and focus of the work;	5 working days	DAG ExCom
2.	Consultations and first draft of the report	10 working days	DAG ExCom
3.	Debrief session on the first draft with selected stakeholders;	1 working day	DAG ExCom
4.	Final (comprehensive) report to be submitted, twenty-one (21) working days from the date of signing the contract, incorporating comments from stakeholders and providing practical implementation steps for the recommendations. The practical output should include a comprehensive overview of development partners and elaboration of a partnership mapping tool.	5 working days	DAG ExCom

IV. INSTITUTIONAL ARRANGEMENT / REPORTING RELATIONSHIPS

- a. The UNDP/DAG Secretariat, on behalf of the development partners, will manage the overall financial and contractual arrangements with the consultant.
- b. The DAG Executive Committee will provide guidance and assess the progress of the review.

V. LOGISTICS AND ADMINISTRATIVE SUPPORT TO PROSPECT IC

The DAG Secretariat will provide office space and local transport service to the consultant.

VI. DURATION OF THE WORK

No.	Deliverables / Outputs	Indicative timeline (to be modified depending on agreed start date)
1	An inception report based on the desk review to be presented to the steering committee to sharpen the scope, the methodology, prioritization and focus of the work;	5 working days
2	Consultations and the first draft of the report	10 working days
3	Debrief session on the first draft with selected stakeholders;	1 working day
4	Final (comprehensive) report to be submitted, twenty-one (21) working days from the date of signing the contract, incorporating comments from stakeholders and providing practical implementation steps for the recommendations.	5 working days

VII. Methodology

- **Desk review** of the DAG Pooled Fund activities based on selected documents;
- **Interviews** with major stakeholders including: DAG ExCom members and Heads of Agency; implementing partners (Ministry of Finance and Planning & Development Commission); Governance Technical Working Group (GTWG) members; other working group co-chairs and members; DAG Secretariat; UNDP and UNCT colleagues; civil society; and any other organizations so as to capture various experiences, perspectives and expectations;
- **Review of the policy dialogue and partnership** between Ethiopia and its development partners, where relevant, drawing on experiences in other countries.
- Provide **recommendations** for how the overall project might be better aligned and adapted to support the implementation and review of the Government's next national development plan. Recommendations should also concretely relate to how the next phase of the DAG Pooled Fund project might best reflect the priorities, outputs, and targets of the various stakeholders.

VIII. QUALIFICATIONS OF THE SUCCESSFUL INDIVIDUAL CONTRACTOR (IC)

a. **Academic Qualifications:**

- Master's or PhD in Economics, Development Studies, Political Economy, or related subjects;

b. **Years of Experience:**

- At least 15 years' experience working in development context;
- Experience and strong knowledge or familiarity with global and regional aid effectiveness and development cooperation issues, as well as aid management, coordination, harmonization and development cooperation, which includes but is not limited to OECD-DAC work, Mexico / Busan / Accra / Paris/ agendas, Nairobi outcome document and Addis Ababa Action Agenda and the Financing for Development framework.
- Prior experience on review/evaluation of projects of similar nature

c. Functional Competencies:

- Strong conceptual and analytical skills, with ability to think strategically and rapidly analyze and integrate diverse information from varied sources into conclusions and recommendations.

d. Language and other skills:

- Excellent knowledge Of English language including the ability to set out a coherent argument in presentations and group interactions;
- Capacity to communicate fluently with different stakeholders (Government authorities, Development Partners and programme/project staff)
- Computer skills: full command of Microsoft applications (word, excel, PowerPoint) and common internet applications will be required.

e. Compliance of the UN Core Values:

- Demonstrates integrity by modelling the UN’s values and ethical standards
- Promotes the vision, mission, and strategic goals of UNDP;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Treats all people fairly without favouritism;
- Fulfils all obligations to gender sensitivity and zero tolerance for sexual harassment.

IX. PAYMENT MILESTONES AND AUTHORITY

The qualified consultant shall receive his/her payments upon certification of the completed tasks satisfactorily, as per the following schedule:

Payment tranche	Deliverables	Approval should be obtained	Portion
1 st tranche	Inception report and methodology	DAG Steering Committee	20%
2 nd tranche	First draft of report with recommendations and presentation to debrief on findings	DAG Steering Committee	30%
3 rd tranche	Final report with recommendations	DAG Steering Committee	50%

VIII. CRITERIA FOR SELECTING THE BEST OFFER

Upon the advertisement of the Procurement Notice, qualified Individual Consultant is expected to submit both the Technical and Financial Proposals. Accordingly; Individual Consultants will be evaluated based on Cumulative Analysis as per the following scenario:

- Responsive/compliant/acceptable, and
- Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation. In this regard, the respective weight of the proposals are:
 - a. Technical Criteria weight is **70%**
 - b. Financial Criteria weight is **30%**

Criteria	Weight	Max. Point
Technical Competence (based on CV, Proposal)	70%	100
<ul style="list-style-type: none"> ▪ Understanding the Scope of Work (SoW); comprehensiveness of the methodology/approach; and organization & completeness of the proposal 	<i>of which:</i> 50%	50
<ul style="list-style-type: none"> ▪ Educational background as per the ToR requirement 	15%	15
<ul style="list-style-type: none"> ▪ Work Experience in similar undertakings 	35%	35
Financial (Lower Offer/Offer*100)	30%	100
Total Score	Technical Score + Financial Score	

X. CONFIDENTIALITY AND PROPRIETARY INTERESTS

- The Individual Consultant shall not either during the term or after termination of the assignment, disclose any proprietary or confidential information related to the consultancy service without prior written consent. Proprietary interests on all materials and documents prepared by the consultants under the assignment shall become and remain properties of UNDP.

XII. ANNEXES TO THE TOR

- More information can be found on the Development Assistance Group website: www.dagethiopia.org.