

## Terms of Reference for Monitoring and Evaluation Specialist



### **Project: Investing in Forests and Protected Areas for Climate Smart Development (IFPA-CD)**

#### **Terms of Reference for Monitoring and Evaluation Specialist**

*(Twenty-four months (renewable))*

#### **1. Background**

##### **1.1 Forestry Resources**

Uganda's natural forest vegetation is categorized into three broad types: Tropical High Forest Well-stocked (THF), Tropical High Forest Low-stocked (THFL), and Woodlands, with woodlands being the predominant type in terms of area. In addition to the three natural forest types, plantations are differentiated into broadleaved and coniferous plantations.

Originally, THF occurred in mountainous areas and in most of the central region between Lake Victoria and Lake Albert, and is now mainly found in Central Forest Reserves (CFRs) in the western part of the country (e.g., Bugoma, Budongo, Kalinzu-Maramagambo, Katsyoha-Kitomi, Echuya, Itwara) and in national parks (Bwindi Impenetrable, Mgahinga, Rwenzori Mountains, Kibale and Semuliki). THFL is found around the shores and on the islands of Lake Victoria. Savannah woodland and bushland covered the drier parts of the country, namely the northern, central and western regions, whereas the eastern part of the country is largely forest-poor except the Mount Elgon area (NBS, 2009; FIP 2016).

Uganda experiences high rates of forest cover loss. In 2000, natural forests outside protected areas reduced from 3.32 million hectares (ha) to 0.98 million ha, a fall of 70%, and from 1.53 to 1.1 million ha within protected areas, a smaller yet still worrying loss of 30%. Inventory data from 2015 indicated that approximately 46% of the remaining 2.1 million ha of natural forests were on private land and 54% under government ownership in Forest Reserves, National Parks and Wildlife Reserves. Uganda's forest plantation, agroforestry and farm forestry area meanwhile, increased during the same period from 268,363 to 415,958 ha, with 25% of new planting in forest reserves and 75% on private land.

## **1.2 Wildlife**

The Albert Nile WMZ contains the Albertine Rift, which supports the most carbon-dense forests remaining in Uganda and is also a global biodiversity hotspot. Many intact areas of forest remain in this landscape, but most are under high pressure and forest areas are becoming increasingly fragmented. Fragmentation is also leading to biodiversity (i.e. tree species, wild animals and plants) loss and, increasingly, Human Wildlife Conflicts as wildlife, such as African elephant and chimpanzees which require large ranges, move between remaining blocks of habitat.

## **1.3 Tourism**

The project is priority for the Tourism and Wildlife Sector and contributes towards the implementation of Tourism Sector Development Plan (TDSP (2015/16 – 2019/20) by supporting: i) Tourism marketing and promotion; ii) Tourism Human Resources Development; iii) Tourism Product Development, iv) Tourism management through increasing access to tourist attractions and, improved hospitality facilities and services, and, v) Conservation of natural tourist attractions in the targeted wildlife protected areas.

Tourism is a key driver of economic growth, and the forests and wildlife of the Albertine Rift are particularly important for this sector. This includes many globally-threatened species and populations, including those of Mountain Gorilla (*Gorilla beringei*) (critically endangered) and Eastern Chimpanzee (*P. troglodytes schweinfurthii*) (endangered). The targeted National Parks and some of the Forest Reserves attract leisure tourists for wildlife safaris, gorilla and chimpanzee tracking, and adventure tourism. Murchison Falls National Park and Queen Elizabeth NP are the most visited parks in Uganda. Nature-based tourism generates significant revenues, some of which benefits local communities through benefit-sharing mechanisms used by the Uganda Wildlife Authority (UWA) and through job creation. These revenues are also vital for funding the operational costs of National Parks, Wildlife and Forest Reserves themselves.

## **1.4 Refugee context**

There is increasing human pressure on natural ecosystems and land resulting from high human population due to influx of refugees mainly from DRC, South Sudan, Rwanda and Burundi. As of September 2019, Uganda hosted approximately 1.25 million (85% of refugees and asylum-seekers) in Uganda in refugee settlements in 11 districts in the Albertine Rift, districts to west and east of R. Nile further north (Adjumani, Arua, Moyo, Yumbe, Madi-Okollo, Koboko, Kibule, Kamwenge, Kiryadongo, Kyegegwa and Lamwo). Investments to mitigate impact of refugees on hosting landscapes through improving land productivity, enhancing ecosystems and landscape capacity to mitigate climate change are needed. In addition, investments to reduce pressure on natural resources and build resilience to effects of climate change among the rural poor and ecosystems should focus on creating jobs and increasing income from forest resources in a sustainable manner.

The project contributes to Uganda's Comprehensive Refugee Response Framework and the related Water and Environment Sector Response Plan for Refugees and Host Communities in Uganda (2019). Specifically, SFLP contributes to the ReHOPE Objective #4 "Addressing environmental degradation in refugee hosting areas" through supporting establishment of greater tree cover in refugee-hosting landscapes outside protected areas, supporting sustainable forest management and landscape resilience on private and customary land as well as wood-fuels based energy security for both host communities and refugee settlements.

## **1.5 Vulnerability**

Environmental degradation in the Albertine Rift and West Nile Region is increasing social and ecological vulnerability to climate change. Strengthening management of protected areas and other natural ecosystems will improve mitigation and adaptation to climate change. Securing gender sensitive livelihoods through investments in forestry, wildlife, tourism, renewable energy, sustainable land management, land and resources governance will reduce pressure on ecosystems and sustain provision of ecosystem goods and services. Environmental degradation and habitat loss are already associated with reduced levels of ecosystem services and have been linked to increasing levels and frequency of floods and landslides and worsening water shortages.

The Albertine Rift faces a deteriorating situation with regard to climate change impacts. Topography, with mountainous areas rising to 5,430m a.s.l are prone to floods, landslides, and damage to infrastructure including roads and bridges, low rainfall areas subject to increasing uncertainty over quantity and timing of rainfall, and dependence of densely settled rural population on subsistence agriculture and natural resource use, all contribute to a high need for support amongst proposed SFLP recipients. Albertine Rift communities are in need of support to avoid a worsening of poverty levels – 75% to 80% of most households in the project area are below the poverty line of US\$ 2 per day that will further reduce the capacity of communities to adapt to climate change. The situation is made more difficult by the high proportion of land under government controlled protected areas, the growing control of land by corporations and individuals, the low levels of government investment in improving land use, low access to credit, and limited alternative to subsistence farming.

The consequences of climate change on livelihoods resulting from successive droughts and floods are expected to be significant. Though the analysis is complex, the productivity and reliability of key subsistence and cash crops grown in the Albertine Rift are likely to reduce and some may become uneconomic - production of cassava, sweet potatoes and potatoes may fall by 40% by 2050, while production of coffee could fall by 75% and tea by 50%. Threats to maize, coffee and bean production have been identified as strategic priority concerns. Basic household subsistence as well as incomes would be affected, with likely knock-on impacts on ecosystems and natural resources as households seek to recover losses by bringing more land under cultivation or increasing natural resource harvests.

The current and predicted vulnerabilities to the impacts of climate change on the peoples of the Albertine Rift create a compelling case for investments in adaptation and risk reduction as proposed in the Forest Investment Plan (FIP), the National Climate Change Policy and the Uganda REDD+ Strategy.

Improving land productivity (through Sustainable Land Management practices) remains the primary mechanism for reducing vulnerability to climate change. Ensuring provision of ecosystems services and technical and financial means to farmers is critical to achieve this. Needs identified include raising levels of social and ecological resilience, improving the levels of food security of vulnerable households, reducing the rates and levels of ecosystem loss and degradation, restoration of degraded ecosystems, and strengthening institutional capacity to respond to these needs.

## **2 The Project**

The IFPA-CD project is jointly developed and implemented by Ministry of Water and Environment (MWE) as the, Lead Agency, Uganda Wildlife Authority, National Forestry Authority and Ministry of Tourism, Wildlife and Antiquities. **The problem being addressed by this project is increased vulnerability of economic productivity, biodiversity and livelihoods to climate change effects due to declining forestry ecosystems goods and services.**

The project geographic area includes the Albert Rift and West Nile, with focus on target protected areas (7 National Parks, 4 Wildlife Reserves, 28 Central Forest Reserves) and 18 refugee host districts. The performance-based subsidy scheme for private plantation development under Component 2 will be national in scale.

The project aims to improve sustainable management of forests and protected areas and increase benefits from forests in target landscapes. This will be achieved by undertaking integrated interventions by Ministry of Water and Environment as well as Ministry of Tourism Wildlife and Antiquities, Uganda Wildlife Authority, National Forestry Authority and targeted Districts Local Governments. Technical Services Providers and Consultants will be hired by the implementing agencies to undertake specific tasks.

At the end of the project life as a result of improved sustainable management of forests and protected areas, increased benefits from forests in target landscapes, additional household level economic activities supported by the project interventions, there will be an increased provision of ecosystem goods and services, increased household incomes and improved livelihoods of 250,000 households in the project area.

The interventions to achieve the above outcomes include; i) management of forest and wildlife protected areas in the Albertine Rift and West Nile region; ii) enhancing productivity of forests and wildlife protected areas; and, iii) increasing resilience of landscapes and livelihoods to climate change and impact of refugees.

The project is structured in four main components namely; i) Improving management of forest protected areas; ii) Increasing revenues and jobs from forests and wildlife protected areas; iii) Increasing resilience of landscapes and livelihoods to effects of climate change and impact of refugees; and, iv) Project Management Support.

The project will deliver seven (7) broad outputs which have logically been designed to achieve the two outcomes of the project that ultimately will enable the project make its contribution to the development objective. Detailed activities to deliver the outputs have been linked to their respective outputs so as to deliver those results.

### **3. Objectives of the Assignment**

The main objective of the position of Project M&E Specialist (MES) is to coordinate and support the PCU's responsibility to ensure an effective M&E system is established and maintained during implementation of the IFPA-CD.

### **4. Key duties and responsibilities**

The MES will be responsible for:

- a. Developing or strengthening M&E processes, agreeing on data collection and reporting formats for use by UWA, NFA, District Local Governments, User Departments of MWE and TSPs, and ensuring those are provided and collated in a timely fashion for project reporting. Data tools and formats involved include the project tracker tool, the results framework and data collection and reporting responsibilities and formats for supplying them, including the use of the GEMs spatial monitoring tool.
- b. Providing clear guidance (and training, as may be required) to UWA, NFA, District Local Governments, User Departments of MWE and TSPs for periodic tracking and reporting of outputs and results data that can then be collated, and consolidated to report progress on various results.
- c. Implementing an efficient and effective results-based monitoring & evaluation (M&E) system that can track and report results (both outputs and outcome indicators) against the results framework targets and indicators over-all, supporting the coordination of implementation of the daily activities, work programs, and reporting on the IFPA-CD progress.
- d. Providing data and information that will support lesson-learning, adaptive management and evidence-based decision-making by PCU, Project Steering Committee and Technical Coordination Committee.
- e. Providing data and information that will support and or prepare briefs and other technical reports by PCU.
- f. Coordinating the compilation of project progress data to assess project achievements and outputs in relation to the baseline and targets as set out in the project Results Framework. This will involve data collection, collating, analysis, and reporting as part of the quarterly and semi-annual and Annual reporting to the GoU, World Bank and other relevant stakeholders. The Consultant will work closely with UWA, NFA, District Local Governments, User Departments of MWE and TSPs to collect, analyze, and consolidate data and information on all activities included in the approved Work Plan, including through regular meetings (at least monthly or more frequent as needed) as well as verifying the internal consistency and validity of data submitted by UWA, NFA, District Local Governments, User Departments of MWE and TSPs.
- g. Providing quality assurance for the project M&E system, including consistency and comprehensiveness of data provision and reporting, documentation and verifiability of data provided, and periodic field verification of a representative sample of data.
- h. Preparing consolidated quarterly activity/progress reports on the status of all activities included in the approved Work Plans with a clear indication of activities that are on track and those with delays.

- i. Represent the PCU in the Grant Management Committee (GMC) of the performance –based tree growing subsidy scheme
- j. Developing and maintaining a Management Information System (MIS) to track progress in all project components of IFPA-CD, ensuring that implementation targets are met and information is shared with stakeholders.
- k. Supporting arrangements for results monitoring and reporting, including Supervisory Missions, mid- term review and an end-of-project evaluation.

## **5. Required skills, competencies and experience**

The main required skills, competencies and experience are summarized below:

- a. At least a Master’s degree in natural sciences, forestry, wildlife environment, Development Studies, Social sciences, Economics, Business Administration, Statistics or relevant discipline.
- b. Strong quantitative and qualitative skills.
- c. Minimum of 10 years of progressively responsible professional experience in a performance monitoring and/or evaluation role.
- d. Experience of M&E work in an international development organization or a project funded by an international development organization.
- e. Experience with Government M&E systems will be an added advantage.
- f. Demonstrated ability in data analysis, monitoring and evaluation of development activities.
- g. Experience developing results frameworks, logical frameworks.
- h. Excellent research and data collection methodology and reporting skills.
- i. Excellent computer skills, including word processing, spreadsheet programs and data base management.
- j. Familiar and should have experience in using Microsoft office, particularly Word and Excel.
- k. Skill in remote sensing and GIS could be an added value or an advantage.

## **6. Supervision and coordination**

Reporting to the National Project Coordinator, the MES will be based and work within the MWE based Project Coordination Unit. The MES will work closely with the Technical Project Coordinator, Institutional Focal Points for UWA and NFA, designated Focal points in User departments in MWE and TSPs

## **7. Duration**

The duration of the position is 2 years (renewable upon project extension). The MES will be appointed for a period of twenty-four (24) months (renewable) with a probation period of 6 months. This period may be extended as required to ensure the implementation of the IFPA-CD and depending satisfactory performance and availability of funding.

## **8. Remuneration:**

Salary will be commensurate with qualifications and experience

## **9. Facilities and information to be provided by the client**

The M&E Specialist will be based and work within the Project Coordination Unit based in MWE, Kampala. Adequate office furniture and equipment will be assigned to the M&E Specialist.

## **10. Performance Indicators**

- a. Project M&E Tools (for data collection, analysis and reporting) for use by Implementing Agencies, District Local Governments, User Departments of MWE and TSPs
- b. An efficient and effective results-based monitoring & evaluation (M&E) system capable of track and report results against the results framework targets and indicators
- c. Quality and evidence based project information for use by PCU, Project Steering Committee and Technical Coordination Committee.
- d. Technical backstopping to M&E Focal points in Implementing Agencies, User Departments and Districts
- e. Timely consolidated quarterly activity/progress reports on the status of all activities.
- f. Effective representation and participation in the Grant Management Committee (GMC) of the performance –based tree growing subsidy scheme
- g. A sound and functional Project Management Information System (MIS)
- h. Effective support and participation in Project Steering, Coordination, Supervisory Missions, mid- term review and an end-of-project evaluation processes.