
Pacific Islands Regional Oceanscape Program (PROP)

Project Number: P151780



Department of Fisheries
Ministry of Natural Resources
Teone, Funafuti
TUVALU

Email: proptuv@gmail.com /
proptuv@tuvalufisheries.tv

Phone: (688) 20 348



Term of Reference

PROP/ TFD/C4/CS2-2021

Title:	Review Consultant - Implementation Completion and Results Report of Tuvalu - PROP
Location:	Home-based
Duration:	Inputs of approximately 30 days over a period of five (5) months
Start Date:	March – 15 August, 2022

Background

The Tuvalu Fisheries Department has received grant financing from the World Bank International Development Agency (IDA) and Global Environment Facility (GEF) for the implementation of the Pacific Islands Regional Oceanscape Program (PROP). PROP is a series of projects which includes separate, but complementary, national projects in the Federated States of Micronesia, the Republic of the Marshall Islands, the Solomon Islands and Tuvalu, and a regional project implemented by FFA in collaboration with other regional agencies.

Tuvalu PROP has a total grant funding of up to SDR4.8 million from the International Development Agency (IDA) of the World Bank Group and up to USD 910,000 from GEF. The project was approved on 22nd December 2014, signing on 20th April 2015 and became effective on effective on the 9th June 2015 and was due to complete on 30th September 2020. However, the project was restructure and extended to complete on 30th August 2022. PROP's Project Development Objective (PDO) is to strengthen the shared management of selected Pacific Island oceanic and coastal fisheries, and the critical habitats upon which they depend. This will provide the basis for sustainable and increased economic benefits to the participating Pacific Island countries (PICs) from these resources.

PROP has four components: 1) Sustainable Management of Oceanic Fisheries; 2) Sustainable Management of Coastal Fisheries; 3) Sustainable Financing of the Conservation of Critical Fishery Habitats; 4) Regional Coordination, National Program Management and Monitoring and Evaluation.

Component one focusses on strengthening the capacity of national and regional institutions to sustainably manage Pacific Island tuna fisheries; and ensure an equitable distribution with Pacific Island countries of the benefits derived from managed oceanic fisheries.

Component two aims to support participating countries strengthen and sustainably manage defined coastal fisheries and the habitats that support them, focusing on those with the greatest potential for increased benefits.

Component three aims to help identify revenue stream to sustainably finance the conservation of critical habitats that underpin oceanic and coastal fisheries in the region.

Component four focuses on regional and national project management. This is to ensure a coherent approach to program implementation and wide dissemination of results and lessons learned; as well as implementation support and training as need for the program to achieve its objectives.

Scope of Services

Supporting finalization of the Tuvalu PROP, and the independent project evaluator shall, with support from the PMU, relevant Fisheries staff as well as stakeholders and other project consultants, carry out the following tasks (30 working days):

1. Thoroughly review documents produced by the project to assess these outputs and their relevance and impacts in terms of pursued development outcomes.
2. Participate in the project closing mission.
3. Review and determine the extent to which the stated objectives of each component were achieved. Liaise with implementing agency, consultants and stakeholders to review project achievements alignment and impact for the PDO, results framework and M&E processes.
4. Conduct interviews with key stakeholders as needed. If the project organize a project closing stakeholder consultation, the consultant should participate in the meeting.
5. Assess the relevance, efficiency, effectiveness and sustainability of methods and mechanisms adopted for the implementation of each component. Analyze financial alignment under each project component and assess whether the use of funds matches progress, efficacy, quality, and timeliness of procurement and disbursement activities.
6. Review the adequacy of project implementation and management arrangements in terms of staff, effectiveness in use of existing systems (fiduciary, safeguards, M&E), contract management capacity and reporting.
7. Assess the performance and delivery capacity of the PMU involved in implementing the project with its key implementing agency.
8. Assess quality of cooperation with other relevant donors, partners, and institutions within the sector as well as the clarity of roles and responsibilities, effectiveness of decision-making and adequacy of implementation support arrangements.

9. Identify and document how effectively key project implementation issues were addressed and risks were managed.
10. Identify and document lessons learnt during project implementation.
11. Make recommendations based on the review findings to assess overall performance, achievement of the project development objectives and the suitability of project outputs
12. Prepare a Completion Report with a simple PowerPoint presentation provided to the TFD, PROP-PMU for informing donors and other relevant parties of review outcomes and lessons learnt through project implementation

Expected Outputs

1. Project documents reviewed for relevance and impact
2. Project achievements assessed against PDO and donor's project component objectives
3. Assess relevance, efficiency, effectiveness and sustainability of methods and mechanisms adopted for the implementation of each component.
4. Review the adequacy of project implementation and management arrangements
5. Assess the performance and delivery capacity of Agencies involved in implementing the project
6. Assess quality of cooperation with other relevant donors, partners, and institutions linked to the project
7. Identify and document how effectively key project implementation issues were addressed and risks were managed
8. Providing a lessons learnt report with support from the project partners and consultants
9. Make recommendations based on the review findings to assess overall performance, achievement of the project development objectives and the suitability of project outputs
10. Submit a Completion Report and simple PowerPoint presentation provided to the FFA PROP for informing donors and other relevant parties of review outcomes and lessons learnt through project implementation
11. The Complete Report should include the following key sections:
 - I. Description of the PROP project – operations context, rationale and relevance of objectives during preparation and at completion;
 - II. Assessment of the operation's objective, design, implementation and the Theory of Change (ToC);
 - III. Assessment of the outcome of operation against agreed objectives, with a focus on providing evidence of the achievement of the operation's objectives along with the contribution of the supported activities and outputs to the project's development outcomes;
 - IV. Assessment of the key factors and events pertaining to the Bank, recipient, co-financiers, other partners
 - V. Evaluation of the Recipient's own performance during the preparation and implementation of the operation, with special emphasis on lessons learned that maybe helpful in the future

- VI. Evaluation of the performance of the World Bank, any co-financiers, or of other partners during the preparation and implementation of the project, including effectiveness of their relationships, with special emphasis on lessons learned.

Duration, Location, and Conditions of Assignment

1. This Terms of Reference is for a short-term consultant to review and prepare a Final Implementation Completion Report for the Tuvalu PROP.
2. The duration will be for part-time inputs of approximately 30 days over five months starting from March to August 2022.
3. The Implementing Agency and PMU will provide all the existing project documents, legal agreements, reports and materials related to the project. PROP PMU will provide office space, general office supplies and office equipment including printer and photocopier, but excluding a computer.
4. This will be a lump sum contract, with payment against key deliverables. The timing of all inputs and deliverables will be agreed with Director of Fisheries. The amount of the contract will be negotiated based on evidence from previous assignments. The consultant is responsible for any tax liability in his or her country of domicile
5. With COVID-19 travel restriction in place there will be no travel and this consultancy will be done remotely with virtual consultation with stakeholders.
6. The consultant is responsible for the cost of local transportation (to/from local accommodation to the meeting places for the review).
7. Travel to the other project sites, if required, shall be undertaken as per applicable PROP policies for travel, accommodation and per diem.

Technical Competencies and Experience Requirements:

- I. Academic degree or equivalent in fisheries, fisheries management, natural resource management, economics or development.
- II. At least 5 years of professional experience in fisheries management, development projects, project design, management, monitoring and evaluation
- III. A sound understanding and knowledge of international and regional fisheries instruments, including the background in sustainable economic and community development and institutional capacity development
- IV. Proven experience in project monitoring and evaluation
- V. Demonstrated analytical capacity, well-developed technical writing and editorial skills, proficient computer skills and proven capacity to work independently and under pressure to meet deadlines.
- VI. Languages: Good working knowledge (speaking, reading and writing) in English
- VII. Organizational skills: Good organizational skills, setting of priorities and meeting deadlines

Deliverable Schedule

Deliverables	Due
--------------	-----

Inception Report outlining the proposed work plan for developing the Completion Report and including the detailed consultation plan and summary of desk review of project documents	One week from start date
Submission of the draft Independent Completion Report to TFD, which captures completion of the key outputs outlined under section 3	Eighteen weeks from start date
Final Completion Report delivered to TFD	Twenty-two weeks from start date
