

## Terms of Reference

### 1. Background

The International Union for Conservation of Nature (IUCN) has embarked on a campaign to raise awareness of the importance of the ecosystems for our human survival through its global programmes including energy under the *Energy, Ecosystems and Livelihoods Initiative (EESLI)* framework. The goal of the **EESLI** is: *‘to support and accelerate the transition to energy systems that are ecologically sustainable, socially equitable, and economically efficient while making full use of the best available technologies and governance arrangements’.*

*Managing the Ecosystem & Livelihood Implications of Energy Policies in the Pacific Island States* is the Pacific component of the IUCN’s *Energy, Ecosystems and Sustainable Livelihoods Initiative*. The programme is being managed by IUCN Oceania Regional Office based Suva, Fiji. The objective of this program is to help accelerate the transition within participating Pacific Small Island Developing States (SIDS) to energy systems that are ecologically efficient, sustainable, and socially equitable, by:

- a) supporting beneficiary countries in the development and implementation of environmentally sound, sustainable energy policies; and
- b) implementing a number of renewable energy pilot projects focusing on ecosystem conservation and livelihood enhancement.

The expected output is the implementation of pilot projects in six Pacific SIDS that demonstrate sustainable energy technologies, and management systems for those technologies, that are suitable for wider dissemination in other Pacific SIDS and beyond. The participating countries are: the Marshall Islands, Palau, Samoa, Tonga, Tuvalu and Vanuatu. The programme is made possible through funding provided by the governments of Italy and Austria.

### 2. Objective of the Review

The objective of the Midterm review is:

To assess the project’s progress and achievements against the agreed project results, including a review of any proposed changes to the project implementation plan, and an assessment of the sustainability of the project.

### 3. Outputs

A Review report addressing

- Project implementation and status,
- Relevant update of other relevant donor activities in the region and summary of synergies and complementary roles with the project,
- The project monitoring system and indicators,
- The project’s capacity development and training strategy,
- The strategy for use of Technical Assistance,
- The management structure of the project, including procedures for financial management and the daily management of the project,
- TOR for the project management and key personnel,
- The programme reporting and procurement procedures and the work plans and budgets; and
- Countries project status and implementation mechanisms.

The report will, amongst others include lessons learnt and recommendations on relevant project adjustments, such as modifications of budgets and activities, as well as recommendations concerning work plans and budgets and a Process Action Plan for deciding and implementation of the recommendations.

#### **4. Scope of Work**

Prior to the scheduled review the Review team will study relevant documents including the project document, inception report, work plans, Joint Working Group reports, progress reports, web-page, annual report and financial reports.

The review will involve meeting/conference calls with relevant IUCN staff in Oceania and Headquarters for discussions on the project management and the status of the project including the work plans for the remaining project implementation and the future of the project.

The Review Team will interview relevant donors to discuss donor activities within the Pacific Island Countries (PICs) energy sector and in particular opportunities to sustain the outcome of Pacific SIDS EESLI within other donor activities.

The team will visit three participating PICs as well- one each from the three island groupings – Micronesia, Melanesia and Polynesia - to discuss and assess the impact of the project in different country settings.

The review report will be prepared by the team based on their findings and will also include recommendations on operational changes to implementation plan, proposed work plans and budgets, follow ups to sustain the project's results and outcome etc. This report will be submitted to IUCN Oceania no later than 2 weeks following the mission to the PICs.

The work of the Mid-term Review Mission will include, but will not be limited to:

- Review the project management structure within the IUCN Oceania Regional Office;
- Describe, assess and summarize major developments related to the countries projects – highlighting the linkages to national climate and energy policies, institutional and management structure and the mechanisms for implementation at the national level;
- Assess whether the different project components and activities proposed to achieve the objectives seems to be appropriate, viable and responsive to the conceptual institutional, legal and regulatory settings existing within the countries.
- Assess the perceived and real benefits of the countries projects on the natural ecosystems and identify potential mechanisms for improving positive impacts on the environment;
- Review the assistance from other donors in the sector and the effectiveness of assistance coordination and assess the capacity within the PICs to execute various donor-sponsored projects;
- Assess project progress and monitoring, including the timeliness of progress and financial reporting, accounting and auditing, follow-up on reports, accounts and audits;
- Assess the financial planning and management including possible disbursement issues;
- Review the management structure and implementation arrangements at all levels, the roles and responsibilities of entities involved such as: i) IUCN Oceania/Executing Agency and its project team; ii) Joint Committee (JC) iii) Technical Team; iv) Country Teams; v) consultants; and vi) others;
- Assess the sustainability of the project including key factors that require attention in order to improve prospects for sustainability of outcome and
- Assess and recommend possible project adjustments.

## 5. Team composition

The Inception Review Team will consist of two members drawn from:

- IUCN HQ –a suitable person well versed with project evaluation processes will be identified to act as Team Leader; and
- A Pacific Islander that is well versed with the regional energy programmes and associate implementation structure.

The IUCN Oceania office staff and the national partners will support the mission.

## 6. Timing

The Midterm Review mission will take place from 19 October to 30 October 2009 (**Tentatively**).

The mission will include a briefing with the IUCN Oceania office at the start of the mission

A review meeting with relevant stakeholders where the result of the evaluation will be tabled will take place in November 2009 in Nadi, Fiji.

A debriefing meeting will be held with IUCN Oceania to present the main findings and recommendations before the end of the mission (optional).

## 7. Background Documents

1. Pacific SIDS EESLI Project Document:
2. Project Inception Report, 2008
3. Relevant programme implementation documents (progress report, financial reports, project deliveries etc.)