**TERMS OF REFERENCE**

Midterm Evaluation of “Integrated Forest Ecosystem Management Planning and Demonstration Project in Greater Mekong Sub-region (Myanmar Site) [2018P4-MYR]”

* + - 1. **Project description**
* **Title**:Integrated Forest Ecosystem Management Planning and Demonstration Project in Greater Mekong Sub-region (Myanmar Site) [2018P4-MYR]
* **Duration**: October 2019–October 2024
* **Budget in USD (Total/APFNet grant)**: 1,412,477/1,120,807
* **Executive Agency(EA)**: Forest Research Institute (FRI)
* **Goals& objectives**: The overall goal of the project is to conserve forest germplasm resources and rehabilitate forest ecological services and forest productivity through the establishment of the arboretum in the Forest Research Institute (FRI) and implementing integrated watershed forest management in the Palaung watershed area, Southern Shan State in Myanmar, to contribute to sustainable forest management in the Greater Mekong Sub-region, with the following objectives to be achieved:
1. To conserve and improve forest germplasm resources through the construction of an Arboretum in FRI;
2. To demonstrate integrated watershed management practice in Paung Luang Watershed;
3. To enhance the capacity and knowledge of the local community, local government and staff through capacity-building programs, which will make sure to sustain the management activities after the project is accomplished.
	* + 1. **Evaluation scope**

This Midterm Evaluation (MTE) is undertaken at the middle stage of the project implementation to assess the relevance, performance, management arrangements and success stemming from the project, specifically seeks to:

* + Assess project progress and usage of project funds to date against objectives and indicators agreed for the project and likeliness to achieve project goal and objectives;
	+ Figure out problems/challenges, and corrective actions and give recommendations to the remaining project activities to ensure project goals and objectives are achieved;
	+ Assess and analyze the relevance, effectiveness, efficiency, impacts, sustainability and durability of the project;
	+ Give recommendations for future project planning, management and implementation;
	+ Share evaluation findings among stakeholders to make any necessary adjustments in the project follow-ups.

For the project “*Integrated Forest Ecosystem Management Planning and Demonstration Project in Greater Mekong Sub-region (Myanmar Site) [2018P4-MYR]*”, the MTE is expected to cover the following project components:

1. “Construction Plan of FRI Arboretum” formulated with satisfactory quality;
2. Forest germplasm resources introduction and breeding nursery constructed as planned;
3. 9 ha native forest ecological conservation zone established as planned;
4. 16 ha thematic gardens (plantation and exhibition zone) established as planned;
5. Accessory facilities for the arboretum constructed as planned;
6. Integrated watershed management plan formulated with high quality;
7. Demonstration of integrated watershed management practices established as planned;
8. An integrated forest management technology assembled and a technical handbook formulated;
9. Training course for project stakeholders;
10. International exchange on sustainable forest management conducted;
11. The use and adjustment of project funds are checked against supporting documents like the project proposal, annual work plans, progress reports, project change requests, audit reports and sub-contracts.
	* + 1. **Consultant’s deliverables**
12. **Evaluation Plan.** The plan should be concise within 5 pages, and should cover but not restricted to the following aspects:

- Background information of the projects (context, significance, goal/objectives/outputs) and any other information that the consultant learnt about the project and the field sites.

- Evaluation scope and methods.

- Tentative evaluation schedule, which should specify the dates, tasks and activities that will be planned to fulfil the evaluation mission.

- Interview plan and questions, and

- Attach other supporting documents (such as questionnaires, scoring sheets, etc.).

1. **Evaluation Report**

For the structure of the Evaluation report, please refer to https://apfnet.cn/uploads/soft/230223/1\_1622523501.pdf

* + - 1. **Duration of the consultancy**

The total duration of the evaluation will be up to **7 days** within the period of [October /2023] to [November/2023], and the main tasks include evaluation preparation, data collection and analysis, as well as evaluation report drafting and finalization. The consultant will have the flexibility to develop a feasible evaluation plan in collaboration with the APFNet Secretariat and EA within the agreed timeframe.

* + - 1. **Terms of Payment**
1. The rate of the consultancy service is USD 450 per day before tax, with a maximum of 7 working days in total.
2. Daily Service Allowance (DSA) will also be provided by APFNet to cover the evaluator’s other necessary expenses on inter-city airfare within Myanmar, local transportation (car rental), accommodations and meals that occurred during the field visit.
3. Payments will be based on completion of the agreed-upon tasks as set in this Terms of Reference within the specified time.
4. The Consultant will be paid in a lump sum upon the acceptance of the deliverables of APFNet.