

# Evaluation Terms of Reference



## SUMMARY TERMS OF REFERENCE

### THE DEMOCRATIC REPUBLIC OF CONGO (DRC)-AN EVALUATION OF WFP'S PORTFOLIO (2009-2013)

*Country Portfolio Evaluations (CPE) encompass the entirety of WFP activities during a specific period. They evaluate the performance and results of the portfolio as a whole and provide evaluative insights to make evidence-based decisions about positioning WFP in a country and about strategic partnerships, programme design, and implementation.*

#### Subject and Focus of the Evaluation

The evaluation covers the 2009-2013 period of WFP's portfolio operations in DRC. The portfolio evaluation will focus mainly on 5 emergency operations (EMOP 200547, 200480, 200362, 200186 et 108240), 3 protracted and relief operations (PRRO 200540, 200167 et 106080) and two special operations relating to logistics coordination and support (SO 200456 et 105560). Main portfolio activities are general food distributions (47%), school feeding (33%), nutrition interventions (15%), asset creation, food-for-work and training (3%) and support to HIV/AIDS and TB patients (2%).

#### Objectives and Users of the Evaluation

Evaluations serve the dual objectives of accountability and learning. The primary user of the evaluation findings and recommendations will be the WFP DRC Country Office and the national stakeholders. The Country Portfolio Evaluation will contribute evidence to the preparation of future operations, priorities and strategies. The evaluation report will be presented at the Executive Board session in November 2014 (EB.2).

#### Key Evaluation Questions

The CPE will be addressing the following three key questions. Collectively, the questions aim at highlighting the key lessons from the WFP country presence and performance in the DRC, which could inform future strategic and operational decisions.

**Question one: Portfolio Alignment and Strategic Positioning.** Reflect on the extent to which: i) its main objectives and related activities have been in line with DRC's humanitarian and developmental needs, priorities and capacities and; ii) its objectives have been coherent with the stated national agenda and policies, including sector policies; iii) its objectives have been coherent and harmonised with those of partners (multilateral, bilateral and NGOs); iv) WFP has been strategic in its alignment and

positioned itself where it can make the biggest difference; and v) there have been trade-offs between aligning with national strategies on one hand and with WFP's mission, strategic plans and corporate policies on the other hand.

**Question two: Factors and Quality of Strategic Decision Making.** Reflect on the extent to which: i) WFP has analysed (or used existing analysis) the hunger challenges, the food security and nutrition issues in DRC - including gender issues; ii) WFP contributed to placing these issues on the national agenda, to developing related national or partner strategies and to developing national capacity on these issues. iii) Identify the factors that determined existing choices (perceived comparative advantage, corporate strategies, national political factors, resources, organisational structure and staffing, monitoring information etc.) to understand these drivers of strategy.

**Question three: Performance and Results of the WFP portfolio.** Reflect on: i) the relevance to the needs of the Congolese people; ii) the level of efficiency, effectiveness and sustainability of the main WFP programme activities and explanations for these results (including factors beyond WFP's control); iii) the level of synergy and multiplying effect between the various main activities regardless of the operations; and iv) the level of synergies and multiplying opportunities with partners (multilateral, bilateral and NGOs) at operational level.

#### Scope and Methodology

For the purpose of this evaluation, the DRC portfolio is defined as the 10 operations implemented in the country since 2009, excluding Humanitarian Air services (UNHAS).

In light of the strategic nature of the evaluation, it is not intended to evaluate each operation individually, but to focus broadly on the portfolio as a whole. However, the field work will focus on a sample of project sites.

## Roles and Responsibilities

**Evaluation Team:** The evaluation will be conducted by a team of independent consultants with relevant expertise for the DRC portfolio.

**OE Evaluation Manager:** This evaluation is managed by the WFP Office of Evaluation (OEV) with Ms Miranda Sende as the Evaluation Manager (EM). The EM will also be the main interlocutor between the evaluation team, represented by the team leader, and WFP counterparts to ensure a smooth implementation process.

**Stakeholders:** WFP stakeholders at Country Office (CO), Regional Bureau (RB) and Headquarters (HQ) levels are expected to provide information necessary to the evaluation and facilitate the evaluation team’s contacts with stakeholders in the country; set up meetings and field visits and provide logistic support during the fieldwork.

## Communications

Evaluation preliminary findings will be shared with WFP stakeholders in CO, RB and HQ during a debriefing session (teleconference), after the fieldwork. This early verbal feedback, prior to the draft evaluation report, gives WFP the opportunity to clarify issues and ensures a transparent process.

## Timing and Key Milestones

Main Phases	Timeline	Tasks and Deliverables
1. Preparation	September / December 2013	Terme of reference (Draft and Final)
		Contracting the evaluation firm
2. Initial briefing and inception in DRC	December 2013/February 2014	HQ Briefing
		Inception mission/report
3. Evaluation Mission and field trip in DRC	March / April 2014	Evaluation Mission and data collection
		Evaluation mission, data collection, exit debriefing, and Analysis
4. Evaluation Reports	May / June / early July 2014	Report Drafting, comments process and final evaluation
5. Executive Board	Aout 2014 (deadline Secretariat)	Management Response and Executive Board Preparation

*Findings will be actively disseminated and the final evaluation report will be publicly available on WFP’s website.*



Full Terms of Reference are available at <http://www.wfp.org/evaluation> as are all Evaluation Reports and Management Responses.

For more information please contact the WFP Office of Evaluation at: [WFP.evaluation@wfp.org](mailto:WFP.evaluation@wfp.org)