

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA Egypt Country Office
Purpose of Consultancy	<p>To Conduct a Mid Term Review (MTR) of the UNFPA 10th Country Program in Egypt.</p> <p><u>Context and Background Information:</u></p> <p>The United Nations Population Fund (UNFPA) is the lead United Nations agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. It aims to ensure that women and adolescents and youth can lead healthy and productive lives free from violence, discrimination and coercion by working towards three transformative results: zero preventable maternal deaths; zero unmet need for family planning; and zero gender-based violence and harmful practices, including child marriage and female genital mutilation.</p> <p>UNFPA has been operating in Egypt since 1972 and has been supporting the Government in Egypt through nine five-year country programmes to date. The support that UNFPA provides to the Government of Egypt under the current tenth Country Programme (CP) (2018-2022) is aligned with national development priorities outlined in Egypt's Vision 2030 and National Population Strategy, the United Nations Partnership and Development Assistance Framework (UNPDF 2018-2022), and builds on recommendations of the ninth country programme evaluation.</p> <p>The Country Programme aims to support the country's ongoing efforts to achieve the goals of "Egypt's Vision 2030" and the SDGs 2030. It contributes primarily to the progressive achievement of SDG Goals 3 and 5. The programme target groups are women, adolescents and youth, particularly those most in need, including people with disabilities, rural communities, migrants and people affected by emergencies.</p> <p>The programme supports building resilience and anticipating shocks that could undermine progress, whether they come from natural hazards or instability. Humanitarian assistance is delivered in the context of resilience and broader sustainable development priorities.</p> <p>The overall goal of the Country Programme (2018-2022) is to reduce fertility rates from 3.5 to 3.2 by scaling up family planning programmes in Egypt, focusing on strategies tailored for young people, particularly young women and adolescent girls¹. Accordingly, the country program is working towards:</p> <p>Outcome 1: Sexual and Reproductive Health:</p> <p><i>"Every woman, adolescent and youth everywhere, especially those furthest behind, has utilized integrated sexual and reproductive health services and exercised reproductive rights, free of coercion, discrimination and violence."</i></p> <p><u>Output 1:</u> Strengthened capacities of line ministries and civil society at governorates and national levels for the provision of high-quality, integrated and rights-based and reproductive health and family planning services, including for youth and in humanitarian settings.</p> <p><u>Output 2:</u> Increased demand for informed and voluntary family planning products and services for women and men of reproductive age.</p> <p>Outcome 2: Adolescents and Youth:</p> <p><i>"Every adolescent and youth, in particular adolescent girls, is empowered to have access to sexual and reproductive health and reproductive rights in all contexts."</i></p> <p><u>Output 1:</u> Strengthened capacity of relevant governmental institutions and youth-led civil society for development and implementation of multidimensional youth strategies that facilitate access to reproductive health knowledge, information, skills and services for the most vulnerable and marginalized young people.</p> <p>Outcome 3: Gender Equality and Empowerment:</p> <p><i>"Gender equality, the empowerment of all women and girls, and reproductive rights are advanced in development and humanitarian settings."</i></p> <p><u>Output 1:</u> Enhanced capacity of the Government and civil society to prevent and respond to gender-based violence, with particular attention to harmful practices affecting women and girls, including those affected by emergencies.</p>

¹ <https://egypt.unfpa.org/en/about-egypt>

	<p><u>Mid Term Review Purpose:</u></p> <p>The broader aim of this MTR of the Egypt CO 10th CP is to generate a usable MTR report that would aid the inherent culture of accountability in the UNFPA programming processes in terms of progress made towards the attainment of the main Outputs of the 10th CP and level of contribution towards the outcomes. The MTR will provide relevant information and strategic recommendations that would support the Egypt CO in the course of the implementation of the 2nd half of the 10th CP, while providing vital basis for the development of its next CP in a timely and most effective manner. This review is also expected to provide useful information to help position UNFPA in Egypt in the development of the next iteration of the UNPDF. These recommendations will aim to improve the strategies, implementation mechanism, and management efficiency of the current CP. The MTR exercise will cover the current lifespan of the 10th CP from 2018 to mid-2020 and will holistically review and systematically analyze recorded achievements and the accompanied strategies with a view to proposing measures that could be adopted to aid the CO in delivering on the corporate mandate of UNFPA through its contribution to the outcomes contained in the Global UNFPA Strategic Plan.</p> <p>Accordingly, UNFPA Egypt Country Office will recruit a consultant to conduct CP MTR.</p>
<p>Scope of Work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>Under the leadership of the UNFPA Representative in Egypt, supported by UNFPA technical staff. MTR will be conducted in such a way that the Country Programme Document (CPD) of UNFPA will be reviewed, ensuring appropriate attention to organization specific achievements and challenges as well as compliance with organization's requirements.</p> <p>The CPD MTR will have the following objectives:</p> <ul style="list-style-type: none"> • Assessment of progress so far towards achievement of the outcomes and outputs in the CPD and Output Operationalization Tool (OOT), • Reviewing effectiveness of the CPD results and resources framework specifically the budget allocations assessing how realistic/relevant and measurable they are and make recommendations for improvement, • Developing a metadata for the updated results and resources framework's indicators, • Reviewing coherence in delivery of the overall CP and recommend ways in which the technical and support staff among others may increase its effectiveness of program delivery in the remaining period of the current cycle, • Analysis of accelerators and identification of the implementation strengths and weaknesses, constraints and opportunities, lessons learned and best practices, • Assessment of the contextual situation in Egypt, programme rationale and changes since inception of the CPD that are relevant for the continuation of the implementation of the CPD, and in the light of the COVID-19 pandemic, • Assessment of continued relevance of strategic approaches and expected results, vis a vis Global SP three transformative results, SDGs, National SDS: Egypt Vision 2030 and UNPDF, • Assessment of the continued relevance to the needs of the Egyptian people and refugees, • Assessment of capacity levels and needs for continuation of implementation of the CPD, • Review the status of partnerships, highlight other partnership opportunities and risk management and • Identification of priority actions for improved programme design, quality and implementation. <p>The MTR will focus on key questions; as indicated below:</p> <ul style="list-style-type: none"> • To what extent is UNFPA current and planned support in the field of Sexual and Reproductive Health, Adolescents and Youth, and Gender Equality and Women Empowerment: (i) adapted to the varied needs of the population, including the needs of marginalized and vulnerable groups?; (ii) in line with the Global SP three transformative results, SDGs, National SDS: Egypt Vision 2030 and UNPDF?; and (iii) adapted to the varied contextual situation changes; especially in the light of COVOD-19 pandemic? • To what extent has UNFPA made good use of its human, financial and administrative resources, and used an appropriate combination of tools and approaches to pursue and plan for the achievement of the results defined in the CP? What are the recommended re-adjustments? • To what extent did the intervention mechanisms (financing instruments, administrative regulatory framework, staff, timing and procedures) foster or hinder the achievement of the CPD results? What are the lessons learnt for re-adjustments?

	<ul style="list-style-type: none"> • To what extent has the CO successfully partnered (through different types of partnerships – with NGOs, other United Nations agencies, academia, parliamentarians etc.) to ensure that UNFPA makes use of its comparative strengths towards the achievement of the CP outputs and outcomes across all programmatic areas? What are other partnership opportunities that the CO should plan for achieving and accelerating its planned results? • What is the scope of changes that can be made to the CPD; to be better aligned with its planned results, population needs and national and strategic priorities? <p>Note: The Consultant will work with the CO team to propose, refine and finalise current and additional questions. The consultant should list his/her planned approaches, sources of information, data collection methods and types of analysis to be adopted.</p> <p><u>Specific Tasks and Deliverables of the Consultancy:</u> The hired consultant will be tasked with the following responsibilities:</p> <ul style="list-style-type: none"> • Develop specific inception report, including MTR roadmap, budget/cost requirements for the process, and how they will be met; along with workplan including developed time schedule and set key dates, • Leverage existing internal and external knowledge products, innovative interventions, case studies, and ongoing processes and events, • Desk review and analysis of studies/surveys reports, AWP reports, other monitoring reports and completed evaluations, • Organize meetings internally with technical staff, • Organize meetings with IPs, • Consult with key stakeholders, • Visit IPs' project sites, where and if applicable, • Conducting briefing and debriefing on the completed mission's phases, • Prepare the MTR report for UNFPA. The report should provide documentation of achievements, lessons learned, and recommendations for priority actions to ensure continued results based management of the CPD, based on quality analysis and • Facilitate meeting, for discussion and validation, to present the main findings and recommendations of MTR, and discussing the proposed action plan. <p>Note: The MTR deliverables should be in English; with Arabic translation provided for the final drafts (report and presentation).</p>
Duration and Working Schedule:	44 working days (From Mid-September 2020 to Mid-November 2020) Tentative Start Date: September 16 th , 2020
Place where services are to be delivered:	<ol style="list-style-type: none"> 1) Document review and report drafting: Home-Based. 2) UNFPA Egypt CO for internal meetings, where and if applicable. 3) IPs / Stakeholders offices for external meetings, where and if applicable. 4) IPs project sites, where and if applicable.
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	All work will be delivered in electronic copy in English and translated into Arabic for the final drafts.
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<ul style="list-style-type: none"> - Design Phase: Inception Report and workplan. - Desk review report. - Field Phase: Briefing and debriefing notes on the implementation progress. - Draft Report. - Final Report and presentation. - End of mission meeting.
Supervisory arrangements:	The consultant will work under the overall guidance of UNFPA Egypt Country Office Representative and under the direct supervision of the Programme Specialist – Monitoring and Evaluation.
Expected travel:	Yes, where and if applicable. This may include travel to projects' sites and offices of IPs and other stakeholders; within Egypt. This is also subject to change and travel may be undertaken as requested by the Egypt CO.
Required expertise, qualifications and	<p><u>Education:</u> Advanced university degree in public health, population, demography and/or other related social science fields.</p>

<p>competencies, including language requirements:</p>	<p><u>Knowledge and Experience:</u></p> <ul style="list-style-type: none"> • The consultant should have proven record of a minimum of five years' experience in leading and conducting evaluations and reviewing of development programmes, • Recognized experience in monitoring and evaluation, including knowledge of results-based management techniques, • Strong qualitative and quantitative research skills, and proven ability to analyze results, • Field experience is an asset, • Familiarity with UN development programmes and working procedures, especially UNFPA ones and • Strong presentation, communication and writing skills in English and Arabic required. <p><u>Languages:</u> Fluency in English and Arabic is essential.</p>
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable:</p>	<p>UNFPA Egypt will provide the consultant with the relevant documents and access to IPs' and stakeholders' contacts.</p>
<p>Other relevant information or special conditions, if any:</p>	<p>NA</p>
<p>Signature of Requesting Officer in Hiring Office:</p> <p>Date:</p>	