

WWF Feasibility Study for a BMZ-BENGO Project Proposal

TERMS OF REFERENCE

10 December 2021

Project/Program Name(s)	Living with Change – Phase II: Fiji, PNG, Solomon Islands (BMZ)
Project/Program Location(s)	<u>Fiji</u> : Ba Province (Veti Levu) <u>PNG</u> : Madang, Sumkar, Bogia Districts in Madang Province, and National Capital District, Central and Gulf Provinces <u>Solomon Islands</u> : Shortland Islands, Kolombangara, Simbo, Vella la Vella, Ranongga and Ghizo Islands in Western Province and Temotu Province
Project/Program Reference Number(s)	n.a.
Names of Project/Program Executants (WWF Office, name of project/program manager)	WWF Australia: Jim Higgs WWF Germany: Christine Hoegg
Project/Program Duration (from start year)	Tentatively 05/2022 -12/2026
Feasibility Study	December - February 2022
Project/Program Budget Sources and Amounts (for period to be evaluated)	n.a.
Names of Implementing Partners (if relevant)	WWF-South Pacific Program Office (SPPO) Local organizations (tbd)

TERMS OF REFERENCE FOR THE PROJECT FEASIBILITY STUDY

A. Project Title:

Living with Change – Phase II (BMZ / Bengo)

B. Project Description/Context and Background:

WWF Germany, working closely together with WWF Australia, intends to submit a project proposal on strengthening climate change resilience in the South Pacific by end of February 2022. The funding for the project will be provided by the German Federal Ministry for Economic Cooperation and Development (BMZ), distributed through Bengo/Engagement Global. The WWF-South Pacific Program Office (SPPO), consisting of WWF Fiji, WWF Papua New Guinea (PNG) and WWF Solomon Islands, will be the main implementing partner of this project.

The overarching goal of this project is to build social and ecological resilience within coastal communities in Fiji, PNG and Solomon Islands. This work is intended to develop a “proof of concept” approach that can be scaled elsewhere in the Pacific. The project will build on and enhance the success of the initial phase of the Living with Change Program in PNG and Fiji (Living with Change – Phase I). As part of this program of work, funding is proposed to support organizational development (OD) priorities specific to the entire WWF-Pacific Program.

The project area is located in the three Pacific Islands nations of Fiji, Papua New Guinea and Solomon Islands, located in the south-western portion of the Pacific Ocean. The area of intervention in Fiji is located on the North-Western coast of the main island, Viti Levu, in the Province of Ba and encompasses the mainland coastal districts of Nailaga and Tavua as well as the outlying maritime district of Nacula. For Papua New Guinea, the main area of intervention is located along the country's northern coast, in Madang Province and includes the coastal districts of Madang, Sumkar and Bogia where activities under Phase I were conducted. Additional expansion to the National Capital District, Central and Gulf Provinces will also occur to 'scale' lessons learned from Madang Province to new provinces in culturally appropriate ways. In the Solomon Islands, extensive work under existing projects has occurred on 5 main islands Kolombangara, Simbo, Vella la Vella, Ranongga and Ghizo central Western Province. This project will support the expansion of the work on these islands as well as westward to the Shortland Islands (adjacent to Bougainville), and work in Temotu Province.

The three countries comprising the WWF-South Pacific Program Office (SPPO) are all recognized as being extremely vulnerable to the impacts of climate change. Furthermore, the unique nature of Small Island Developing States with extreme remoteness, lack of economies of scale and fragile ecosystems exacerbate climate vulnerabilities and sustainable development opportunities. Given the significant reliance that coastal communities have in Melanesia on natural resources and the forecast impacts of climate change affecting potential food security, livelihoods and health, building social-ecological resilience and enhancing self-reliance is paramount to the future well-being of people and nature in these countries and well beyond.

During Phase I, a small capacity development component was included for WWF SPPO with a main focus on the immediate implementation needs of WWF PNG. Upon specific request from Bengo, this shall now be extended to all three countries, as well as to other local organizations.

C. Purpose and scope:

The feasibility study is a requirement from BMZ / Bengo and must be handed in together with the project proposal. The study is expected to assess the feasibility of the proposed project within the time frame available for implementation and shall identify risks, pre-requisites, opportunities and give recommendations on the overall project implementation, staff structure and investment decisions. The recommendations from the feasibility study will be incorporated into the WWF project proposal to BMZ / Bengo.

The scope of work includes:

- Kick-off call between the consultant and WWF to discuss the assignment
- Review existing documents available from Phase I (Phase I is still ongoing until April 2022);
- Present the context on several levels (micro-, meso-, macro-)
- Present details on the institutions, networks and organisations present in the areas and working in social and ecological resilience within coastal communities;
- Include essential baseline data relevant to the project;
- An analysis of the suggested approach to overcome the identified problem situation of the target groups and other actors of the planned project with regard to the OECD DAC criteria of relevance, effectiveness, efficiency, impact and sustainability;
- Give recommendations for adjustments to the specific project concept, including the target system and formulated measures, taking into account timeframe and budget, the relevant actors and stakeholders, recommendations for monitoring areas for measuring results and impacts, and opportunities and risks.

Please note that the WWF project proposal will partly be prepared in parallel to the feasibility study. The project concept including impact matrix, detailed budget and activity description including indicators will be provided as soon as possible. Information on which communities are targeted by the projects will be provided as well.

D. Methodology considerations

The consultant is expected to use the following approaches in an appropriate mix:

- Desk review of the project concept, background information and similar project documentation;
- Interviews with management teams of previous and recent projects operating in the target region;
- Interviews with potential project partners;
- Field visit to the project site (unless the Covid-19 situation does not allow for this), including interviewing the target group.

E. Components of the feasibility study

The feasibility study will include:

- An executive summary;
- An introductory section with the description of purpose and objective, list of the experts and on the services provided, information on the methodology used and people met and interviewed during the study;
- Sections describing the data collected and an analysis (context, capacities of the project of the project-executing agency, project-relevant needs of the target group, other actors, etc.);
- A part with final evaluations according to the OECD DAC criteria;
- A separate section with derived concrete recommendations on the project concept.

The following structure (points 1-5) can be used for the study. The guiding questions below them serve as orientation and are to be understood as a collection from which the questions relevant to the focus of the study regarding data collection, data analysis and evaluation can be prioritized.

1. Initial situation and problem analysis (at macro, meso, micro level)

- Which current problems / needs in the living conditions of the target groups have been identified and are relevant in the project design? Which of the causes are prioritized and addressed in the project?
- Which local potentials, existing structures (institutions, networks, umbrella organizations, etc.) and social mechanisms can be built upon? Which gaps in the system have been identified?
- Are there approaches and results from previous development activities? If so, how will they be built upon?
- What other framework conditions, for example conflict dynamics, need to be considered in the context of the planned project?
- What are the socio-cultural obstacles to the approach and how can these be overcome?
- What other risks are identified and how can these be addressed?

2. Project executing agency in the partner country (local executing agency)

- Which organization(s) were selected as local project executing agency and why? Who proposed the original project idea?
- To what extent are existing agreements between actors formalized? Are there formal agreements between actors?
- Are the resources and strengths of the partners known individually and at the organizational level?
- Which relevant technical, methodological, and political skills should be further developed individually and at the organizational level?

3. Target groups and other actors (at micro, meso and macro level)

- How and by whom are the direct target groups selected based on which criteria?
- What is the composition of the respective target groups? How homogeneous or heterogeneous are the target groups with regard to factors such as gender, ethnicity, age, sexual orientation, language, capacities, etc. and to what extent must the project take this into account?
- What self-help potentials do the respective target groups have? How can local problem-solving capacities be strengthened?
- Do the target groups and other stakeholders have a common understanding of the problems, prioritization, and objectives of the project? Are there convergences or conflicts of interest among other stakeholders?
- How strong is the support, for example in the form of the different actors' own contribution to the project? What is their ability to influence the project?
- What role do the target groups play in the social context? Which conflicts of interest could arise from the funding vis-à-vis other population groups?

4. Assessment of the planned project according to OECD DAC criteria

(<http://www.oecd.org/dac/evaluation/49756382.pdf>)

a) Relevance: To what extent is the planned project doing what is appropriate?

- Does the planned project approach address a problem of developmental importance or a crucial development bottleneck of the partner country or region?
- Is the orientation of the planned project oriented towards the needs of the target groups?
- Are the orientation, prioritization and objectives (approach) of the planned project coordinated with the target groups and clearly defined?
- To what extent do the intervention objectives and design adequately address the specific needs of the target groups and structural barriers in the project region, partner/institution, policy programs?
- Are norms and standards of the approach compatible with those of the target groups?
- Is the project designed in a conflict-sensitive way (Do-No-Harm principle)?

b) Coherence: How well does the intervention fit?

- How coherent are the planned activities with human rights principles (inclusion, participation), conventions and relevant standards/guidelines? To what extent does the objective consider gender-sensitive, inclusive, culturally and conflict-sensitive and human rights-based aspects?
- To what extent are there synergies and linkages between the planned project and other interventions from the same actor (organization) and other actors?
- What are the similarities or intersections of the target groups with the projects of other actors in the same context? To what extent does the intervention add value and avoid duplication?

c) Effectiveness: Which project approach can best achieve the objectives?

- Are the cause-effect relationships (including assumptions) plausible? Which negative effects could occur?
- Is the selected methodological approach appropriate to the context and sufficient to achieve the project objective? Are alternatives necessary?
- At which level (multi-level approach) are additional measures to increase effectiveness necessary?
- How will changes be measured? Which indicators are more suitable for this?

d) Efficiency: Does the planned use of funds by the proposed project appear economical with regard to the achievement of the objectives?

- To what extent can the planned measures be implemented with the budgeted funds and personnel in the planned duration?
- To what extent are the planned expenditures used economically and are the investments, operating expenses and personnel in relation to the intended objectives?

e) Significance/overarching developmental impact: To what extent does the planned project contribute to the achievement of overarching developmental impacts?

- What special contribution does the project objective (outcome) make to the overall objective (impact)?
- To what extent is the planned project structure-building, model-like and broadly effective? On what levels will norms or structures be changed?

f) Sustainability: To what extent will the positive impacts (without further external funding) last beyond the end of the project?

- How can the sustainability of the results and impacts be guaranteed and strengthened? (structural, economic, social, ecological)?
- What long-term capacities are built among the target group to independently continue the implemented measures?
- Which positive changes (role behavior, mechanisms, networks and others) favor civil society in the long term?
- What personnel risks for implementers, institutional and contextual risks influence sustainability and how can they be minimized?

5. Recommendations

What concrete suggestions can be made based on the key findings on the section 1 to 4 as outlined above for the concept of the project in the specific context?

- What components, if any, are missing from the project concept to make the cause-effect relationships more coherent and to achieve the planned objectives in a sustainable way? Which planned components are rather unsuitable or may have negative effects, and for what reasons?
- Which assumptions of the cause-effect relationships are viable, which need to be adapted potentially?
- Which findings and project-relevant data of the study are suitable to be integrated into the project logic (impact matrix of the project proposal)? What are the recommendations for possible indicators for impact monitoring and data collection?

F. Expected Outcomes, Deliverables:

The Feasibility Study will be prepared in English. The main text shall not be any longer than 30 pages. A draft for comments is to be delivered, after which a final version will be prepared. Digital versions (Word / PDF) will be sufficient.

G. Timeline / Duration

The assignment shall start as soon as possible, the desktop should start in December 2021 and the site visits should be undertaken in January 2022. The study shall be finalised by mid-February 2022.

The draft version will be reviewed by WWF Germany and WWF Australia (beginning of February 2022).

The table below gives a rough estimate of days needed for the assignment. The consultant can deviate from this estimate but should explain the reasons for doing so.

Tasks	Estimated Days
Document review, research etc.	5
Field visits to Fiji, PNG and Solomon Islands	30
Prepare draft feasibility study	20
Complete final feasibility study based on review from WWF	5
Total	60

H. Institutional Arrangement:

The hired consultant will be under the supervision of WWF Australia. The contracting authority will be WWF Australia.

I. Duty Station:

The consultant will be required to travel to the field in Fiji, PNG and Solomon Islands (unless the Covid-19 situation does not allow for this) and will be home-based during the redaction of the feasibility study.

In the proposal, the consultant should address how the assignment will be undertaken in case travel restrictions will prevent the team from traveling to some of the destinations (e.g. phone interviews).

J. Required Competencies and Qualifications:

The consultant will be responsible for the overall implementation of the feasibility mission and the report writing. The consultant should demonstrate

- (a) extensive knowledge of, and experience in applying, qualitative and quantitative evaluation methods;
- (b) a strong feasibility and evaluation record; and
- (c) data analysis skills.

Knowledge of former WWF initiatives is desirable. Additional qualifications and skill areas include:

- Technical competence in sustainable development, natural resource management, coastal fisheries management, climate change adaptation, disaster management and capacity development.
- Postgraduate degree (MSc) in environmental sciences, international development, with academic or professional background related to conservation, monitoring and evaluation or other closely related fields.
- English fluency in speaking and writing is a must; oral fluency in any of the local languages is an asset.
- Proven record of at least 5 years of technical experience in conservation and/or development sector or other related fields in South Pacific countries.
- A minimum of 5 years professional experience in the evaluation of development interventions.

K. Budget:

The quoted price must be a fixed amount which includes all charges (including travel and subsistence). Travel and subsistence expenses are not refundable separately.

According to our estimates, the budget for this service contract should not exceed a total of \$50,000 AUD GST inclusive. WWF Australia will reserve the right to reject any offer that is above this estimated threshold.

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IMPORTANT:

Please send your quote by email to: jhiggs@wwf.org.au
Deadline for submission is 20th December 2022, time.