

## Terms of Reference

### Consultancy for the Final Evaluation of the “Climate-Smart Risk Analysis and Forecasting” programme

#### 1. Summary

**1.1. Purpose:** The International Federation of Red Cross and Red Crescent Societies (IFRC) seeks to evaluate the implementation of the “Climate-Smart Risk Analysis and Forecasting” programme, funded by the Swiss Agency for Development and Cooperation (SDC), in order to determine its relevance and effectiveness in enhancing the climate-smart risk analysis and forecasting in Red Cross and Red Crescent activities.

**1.2. Audience:** The findings will be used for learning by IFRC, SDC, Swiss Red Cross and other Partner National Societies (PNSs) and stakeholders working with IFRC in the above area to inform management decision-making on future programme directions.

**1.3. Commissioner:** IFRC Secretariat

**1.4. Timeframe:** This consultancy will be for 22 working days in the period from 1 November to 22 December 2022.

#### 2. Background

With the support of the Swiss Agency for Development and Cooperation (SDC), the International Federation of Red Cross and Red Crescent Societies (IFRC) has implemented a “Climate-Smart Risk Analysis and Forecasting” programme from August 2020 to December 2022.

The overall objective of the programme is to increase the resilience of at-risk communities as a result of the improvement of IFRC’s current climate-smart risk analysis and forecasting. In order to achieve this objective, the programme focuses on the digital transformation of IFRC’s risk-informed approaches, development of a Resilience Measurement Dashboard, and linking community early warning systems (CEWS) to Forecast-based Financing (FbF) and to the Climate Risk and Early Warning Initiative (CREWS). By so doing, the programme aims to foster a dynamic collaboration model with the objective of promoting technological innovation and connecting the risk-analysis and forecasting dots at different spatial and institutional levels.

The implementation of the programme has progressed in line with the proposal and budget agreed upon between IFRC and SDC and has been reported through 6-month narrative and financial reports.

An internal mid-term review of the programme implementation was commissioned in August 2021 and its findings and recommendations informed the fine-tuning of the programme.

The narrative reports, the internal mid-term review report and other documents for the desk review and analysis are available upon request.

#### 3. Purpose and scope of the final evaluation

##### 3.1 Purpose

This consultancy aims to evaluate the implementation of the “Climate-Smart Risk Analysis and Forecasting” programme, funded by the Swiss Agency for Development and Cooperation (SDC), in

order to determine its relevance and effectiveness in enhancing the climate-smart risk analysis and forecasting in Red Cross and Red Crescent activities.

The findings will be used for learning by IFRC, SDC, Swiss Red Cross (SRC) and other Partner National Societies (PNSs) and stakeholders working with IFRC in the above area to inform management decision-making on future programme directions.

The primary audience for this consultancy is IFRC (Geneva Secretariat and Regional, Cluster and Country Offices), SDC (management and DRR and climate change unit) and SRC.

### **3.2 Scope**

The final evaluation will review the implementation of the four components of the “Climate-Smart Risk Analysis and Forecasting” programme since its inception:

- 1) Enabling digital transformation of IFRC’s risk-informed approaches, including through digitization of the Enhanced Vulnerability and Capacity Assessment (EVCA) process and facilitation of the EVCA roll out.
- 2) Development, maintenance, testing and roll-out of the Resilience Measurement Dashboard.
- 3) Linking IFRC community early warning systems (CEWS) to Forecast based Financing (FbF) and to the Climate Risk & Early Warning Initiative (CREWS).
- 4) Development and maintenance of academic partnerships, in particular with EPFL’s Digital Humanities Programme.

The final evaluation will confirm whether the initiatives supported by the programme fill the “gaps” identified in the proposal and provide recommendations for the future directions of the programme initiatives in terms of how to sustain relevant activities and enhance their impact.

The final deliverable of this consultancy is a final evaluation report with the assessment results in the afore-mentioned areas and recommendations for the way forward.

## **4. Evaluation criteria and key questions**

The final evaluation will focus on the following criteria and key questions:

### **1) Relevance and appropriateness**

- Has the programme achieved its objectives and expected outcomes? Have the programme activities been relevant to their expressed needs? Have the planned activities been carried out in time?
- What are the lessons learned from the programme implementation?
- What are the recommendations for similar programmes in the future?

### **2) Effectiveness**

- How much money was spent and how did this impact the delivery of planned activities?
- Were the resources used and monitored according to the agreed plan of action, budgets and timeframes?
- How effective was the partnership between programme partners?
- What can we build on, and what further improvements need to be made?

### **3) Impact**

- To what degree has the programme filled the identified “gaps”?
- What are the recommendations for the way forward?

#### 4) Sustainability

- How has the sustainability of activities covered in programme implementation?
- What are the lessons learned and recommendation?

#### 5. Methodology

The consultant will be expected to develop a detailed methodology for this evaluation in the inception report, which needs to be approved by the IFRC. The methodology is expected to include review and analysis of key documents and key informant interviews:

- **Desk review and analysis**
  - Project proposal and budget
  - Theory of change
  - Workplans
  - Monitoring and Evaluation Framework
  - 6-month narrative and financial reports
  - Mid-term internal review report
  - Project-related documents such as:
    - ToR for development of resilience measurement dashboard
    - Resilience measurement dashboard (<https://rmd.ifrc.org/>)
    - EVCA ([www.ifrcvca.org](http://www.ifrcvca.org))
    - ToR for ‘Advancing an end-to-end approach to early warning systems’ consultancy
    - Final report of ‘Advancing an end-to-end approach to early warning systems’ consultancy
    - ToR of CREWS-IFRC consultancy
    - Final report of CREWS-IFRC consultancy
    - Overview of Global IFRC Early Warning Early Action initiatives
    - [Final report of CREWS-IFRC consultancy](#)
    - Guidance for IFRC and National Societies on engaging in CREWS projects
    - Overview of Global IFRC Early Warning Early Action initiatives
- **Key informant Interviews:** The consultant needs to interview a sufficient number of persons involved in the programme implementation to have a solid overview of the activities carried out. This includes persons from IFRC (Geneva Secretariat and Regional Offices), SDC, SRC, Partner National Societies and RCRC Reference Centres. A list of possible interviewees will be shared upon selection of the consultant.
- **Final evaluation report**

#### 6. Management

The consultant will report to the Manager, Climate, Migration and Resilience of IFRC’s Disaster, Climate and Crisis Department. He/she will work closely with the file holders in charge of the four components of the programme.

#### 7. Timeframe

This consultancy will be for 22 working days in the period from 1 November to 22 December 2022. Below is the suggested timeframe of the consultancy:

Activity & timing	Actions	Deliverables
<b>1) Desk review</b> 1 – 8 Nov 2022 <i>[up to 4 days]</i>	<ul style="list-style-type: none"> <li>• Review the project proposal and related materials</li> </ul>	- Understanding of the programme concept, progress and materials

<b>2) Interviews</b> 9 – 16 Nov 2022 <i>[up to 4 days]</i>	<ul style="list-style-type: none"> <li>• Interview the file holders of the programme components and key programme stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>- Collect views from file holders and stakeholders concerned</li> </ul>
<b>3) Develop the final evaluation report</b> 17 Nov – 10 Dec 2022 <i>[up to 12 days]</i>	<ul style="list-style-type: none"> <li>• Review the results of the desk research and interviews</li> <li>• Develop the final evaluation report</li> </ul>	<ul style="list-style-type: none"> <li>- A draft final evaluation report</li> </ul>
<b>4) Presentation</b> 11 – 15 Dec 2022 <i>[up to 1 day]</i>	<ul style="list-style-type: none"> <li>• Present the evaluation results and a draft report to IFRC</li> </ul>	<ul style="list-style-type: none"> <li>- IFRC’s feedback on the report</li> </ul>
<b>5) Finalize the report</b> 16 – 20 Dec 2022 <i>[up to 1 day]</i>	<ul style="list-style-type: none"> <li>• Finalize the report based on inputs/comments from IFRC</li> </ul>	<ul style="list-style-type: none"> <li>- Final evaluation report</li> </ul>

## 8. Quality and Ethical Standards

The consultant should take all necessary steps to ensure that the deliverables are technically accurate, reliable, and legitimate, and contribute to organizational learning and accountability. It is also expected that the consultant will uphold the seven Fundamental Principles of the Red Cross and Red Crescent Movement: 1) humanity, 2) impartiality, 3) neutrality, 4) independence, 5) voluntary service, 6) unity, and 7) universality. Further information can be obtained about these principles at: [www.ifrc.org/what/values/principles/index.asp](http://www.ifrc.org/what/values/principles/index.asp)

## 9. Consultant

Required expertise of this consultancy includes the following:

### Experience

- 5-7 years of experience in consultancy services for humanitarian or development sector
- Experience in working in an international or cross-cultural environment
- Experience of working with the IFRC or RCRC National Societies
- Experience of reviewing/evaluating RCRC programmes

### Knowledge and Skills

- Knowledge of the RCRC Movement and the SDC
- Knowledge of RCRC approaches and guidelines for climate-smart risk analysis and forecasting programme and digital solutions for DRR and resilience
- Proven good judgment and ability to work with complete integrity and confidentiality;
- Ability to work in a multicultural, multilingual, multidisciplinary environment.

### Languages

- Fluently spoken and written English