

**TERMS OF REFERENCE (TOR) FOR HIRING MONITORING AND EVALUATION
(STATISTICS) CONSULTANT IN WORLD BANK FUNDED
UDWDP PHASE-II (IDA CREDIT NO. 5369-IN)
Reference No. 26/UDWDP-II/2017-18**

BACKGROUND

The Government of Uttarakhand through the Watershed Management Directorate (WMD) has received a credit from IDA for implementation of Uttarakhand Decentralized Watershed Development Project (UDWDP Phase-II). The project development objective (PDO) is: *to increase the efficiency of natural resource use and productivity of rainfed agriculture by participating communities in selected micro watersheds of the State of Uttarakhand.*

The objective encompasses three themes: (i) community participation in watershed development and management aimed at improving and sustaining the productive potential of natural resources and rainfed agriculture while simultaneously enhancing incomes and livelihood options; (ii) strengthening administrative capacity of GPs to manage project financial resources, implement subprojects, deliver legally mandated services (in the context of natural resource management), and to sustain those services beyond the duration of the project; and, (iii) ensuring equitable participation by all groups -especially the landless and women who rely disproportionately on common-pool resources for fodder, fuel and other forest products.

PROJECT DESCRIPTION:

The focus of this project is on development and enhancing productivity of rainfed areas by adopting a participatory watershed management approach. The project has special emphasis to enhancement of productivity, therefore the areas of state which have maximum problems of erosion, poverty and lack of infrastructure facilities were chosen to select the target Gram Panchayats. Based on these criteria, about 523 GPs have been selected in eight district viz. Almora, Bageshwar, Pithoragarh, Dehradun, Pauri, Rudraprayag, Tehri Garhwal, and Uttarkashi.

PROJECT DURATION:

The project duration is for seven years (July 2014 to September 2021).

PROJECT AREA:

A total of about 2.638 lakh ha in the middle Himalayas ranging from 700 m to 2700 m above sea level will be treated by this project. A total of about 523 GPs spread across 8 district, 18 blocks in both Kumaon and Garhwal region of Uttarakhand will benefit from the project. About 3 lakh population comprising 61,500 households will benefit from project interventions.

PROJECT COST:

Total project cost is about 170 USM\$. Out of this USM\$ 121 is World Bank funded IDA credit.

Following is the cost sharing arrangements.

71.43% - World Bank

20.89 % - State Government

7.68 % - Beneficiary Share

PROJECT COMPONENTS

1. Social Mobilization and Participatory Watershed Planning

- Social Mobilization
- Preparation of GPWDP/MWS Plans

2. Watershed Treatment and Rain-fed Area Development

a. Watershed Treatment and Source Sustainability

- Watershed Treatment
- NRM Demonstrations

b. Rain-fed Agriculture Development

- Agriculture and Horticulture
- Animal Husbandry
- Fodder Production

3. Enhancing Livelihood Opportunities

- a. Agribusiness Support
- b. Support for Vulnerable Groups
- c. Consolidation of Gramya I Activities

4. Knowledge Management and Project Coordination

a. Knowledge Management

- Capacity Building of Stakeholders
- Centre of Excellence for Watershed Management
- Information Education and Communication
- Monitoring, Evaluation and Learning

b. Project Coordination

A. NEED FOR THE MONITORING AND EVALUATION (STATISTICS) CONSULTANT

The objective of the proposed Monitoring and Evaluation (Statistics) consultant assignment is to facilitate and support in developing formats for physical and financial target and achievement to monitor the project progress at Watershed Management Directorate level and for the field functionaries. He/She will develop formats for the analysis of project outcomes and documentation of monthly, quarterly, six monthly and annual reports. He/She will provide assistance in submission of the project reimbursement claims and analysis of disbursement claims as per project disbursement profile.

B. SCOPE OF WORK

- Provide formats for monthly reports and compilation of physical and financial progress.
- Provide guidance to the various project functionaries to collect data and fill up the reporting formats for compilation at head quarter level.
- Provide assistance in preparation of the annual plans and budgets for different project component activities according budget.
- Provide assistance in preparation of reimbursement claims.

The scope of works could be modified based on mutual agreement between the client and the consultant with a view to achieve the overall objectives.

C. QUALIFICATION AND EXPERIENCE

I. Essential Qualification:

- Post graduation in Statistic / Mathematics / Economics with Statistics from any recognized university or institution.
- At least 10 years of experience of working in externally aided Watershed Development project and integrated watershed development programmes.

II. Desirable Qualification

- Working knowledge of Computer application
- Working knowledge of Statistical analysis of field data especially in field of community driven Watershed Development Project.
- Experience in Monitoring & Evaluation of report writing and reimbursement claim preparation
- Experience in outcome budgeting and economic survey

D. DELIVERABLES

The following outputs would be submitted to Watershed Management Directorate

- Project monthly, quarterly, six monthly and annual reports.
- Documentation of project progress, project outcome and achievements.
- Preparation of project budget and complication of annual physical and financial targets.
- Documentation of annual plan and budget reports.
- Support to develop project MIS.
- Documentation of Project progress reports and preparations of various reports as required by World Bank and Government.
- Field visit in project areas and submission of visit report.
- Any other work as may be assigned by WMD from time to time as per project requirement.

E. WORK STATION

The consultant would be based in the Watershed Management Directorate, Dehradun and will have to make regular field visits to project areas as per project requirements.

F. OWNERSHIP

Watershed Management Directorate of Uttarakhand will have the ownership of all the documents and material developed. The consultants will have no right of claim to the products developed and shall not replicate them without prior consent of the WMD.

G. REVIEW COMMITTEE

A Review Committee constituted by members selected by WMD would monitor and review the performance of the Consultant. The members of the Review Committee are as under:

- A. Project Director, UDWDP-II- Chairperson
- B. Finance Controller/ CFO - Member
- C. Deputy Director, (Planning) – Member
- D. Deputy Director, (M&E) – Member
- E. Deputy Director (HQ)– Member

H. PERIOD OF THE ASSIGNMENT

The period of the assignment will be for one year from the date of signing of contract. The duration of the assignment may be further extended subject to satisfactory review of performance by the review committee.

I. TERMS OF PAYMENT

Monthly basis, based on the satisfactory report from concerned authority.

J. INPUTS TO BE PROVIDED BY THE WMD

The consultant would be provided all the necessary and relevant documents, manuals, route approach to the Project area.

K. ARBITRATION

In the event of any dispute between the contracted agency/ consultant and the WMD, the Govt. of Uttarakhand will be the arbitrator.

L. REPORTING REQUIREMENTS

The consultant shall submit to the WMD report and documents as specified below in the form, numbers and within the periods set forth. The reports have to be submitted in Hard and Soft copy (numbers to be specified)

M. The consultant shall submit to the WMD report and documents as desired by the Chief Project Director and Project Director, UDWDP-II.

N. The consultant shall report to Project Director, UDWDP-II.

O. Any other reports as may be required from time to time.
