

ToR – Monitoring & Evaluation Expert for End Review

Proposed function	M&E Expert for End review
Programme	Fostering Resilient Crisis Management
Aim of this assignment	<p>VNG International is the International Cooperation Agency of the Association of Netherlands Municipalities. Founded in 1993, it is a dynamic organization annually managing around 60 projects and programs worldwide. VNG International are experts in strengthening democratic local government and implement projects in the field of public service delivery, public participation and local economic development.</p> <p>VNG International is working on St Maarten in the context of the recovery and reconstruction efforts after hurricane Irma in 2017. In that context, we are executing the project, “Fostering Resilient Crisis Management” supporting the government of St Maarten in crisis management and response. This project had an implementation period of approximately 2 years with the following objective: <i>To improve capacities of government entities in St Maarten in the fields of crisis management, information management and human resources and capacities in order to anticipate and adapt to crises, provide for a swift response in future calamities; and to work towards self-sufficiency in the field of crisis management training by setting up a knowledge center.</i></p> <p>The project aimed to achieve the following outputs:</p> <ul style="list-style-type: none"> • A netcentric crisis information management system in use with new function profiles and a functional back office and information system; • A training and education strategy for staff in crisis management under implementation; • Standard operating procedures for various types of crises (scale, severity, type) are developed and trained; • A proposal for regional crisis coordination is completed. <p>Activities were undertaken together with the government of St Maarten, its disaster management section, the different ESF-groups, the EOC and the National Disaster Coordinator. In addition, coordination and alignment has been sought with the CDEMA-network, UNDP and other relevant project partners.</p> <p>Expertise has been provided by a team of international as well as local experts and consultants. To assess the project methodology and approach, results and lessons learned of the FRCM project, an M&E Expert will be necessary to carry out an end review.</p>
Activities to be performed	<p>The M&E Expert will be responsible for carrying out an end review to assess the current crisis management capacities of the Government of St Maarten in relation to its capacities at the moment of the baseline study.</p> <p>Similarly to the baseline study, the end review will cover the following elements:</p> <ul style="list-style-type: none"> • Assessment of the capacities of the beneficiaries of the project, after implementation of the project’s activities; • Current data on the indicators within the results framework of the project; • Review of the intervention logic and results framework, including recommendations for improvement or future follow-up; <p>The end review will be carried out by the following activities:</p> <ul style="list-style-type: none"> • Desk study on qualitative and quantitative data about the output

	<p>and outcome indicators;</p> <ul style="list-style-type: none"> • Interviews (online or in person) with the main stakeholders; • Aggregation of collected data and development of end review report; <p>Information will be gathered on the main project topics, in accordance with the indicators as part of the project's logical framework:</p> <ul style="list-style-type: none"> • Information management within the crisis management structure • Knowledge management, and HR capacities and sharing within Government • Operations and procedures within the crisis management structure • Regional coordination in crisis management <p>Therefore, interviews and data gathering will need to take place primarily with the Government of Sint Maarten, the project's expert team, the client of the project and relevant stakeholders:</p> <ul style="list-style-type: none"> • Relevant departments and officials of the Government of Sint Maarten (BAK, Fire Department, ESF Groups, ESF Coordinators/EOC members) • The Dutch Representation in Philipsburg (VNP) (specifically the Disaster Focal Point) • The VNG International Experts • The RESEMBiD-team lead by Expertise France
<p>Specific questions for this review</p>	<ol style="list-style-type: none"> 1. What are the results of the project, vis-à-vis the expected impact, outcomes and outputs as indicated in the results framework? (effectiveness). 2. Have there been side effects, positive or negative, of the project? 3. What are the strengths and weaknesses of the project methodology? What factors facilitated or hindered the effectiveness of the project and the attainment of the objectives set? 4. To what extent were local institutional capacities strengthened? 5. How has the project learned and improved from during its course, and were there any innovations adopted to ensure the successful implementation of the project? 6. Is local ownership ensured? To what extent did the main stakeholders remain in agreement with the objectives and approaches of the programme? To what extent were the activities of the programme coordinated with other project implementers in the same fields. 7. What are recommendations to enhance and strengthen sustainability of the outputs, results and impact in a possible follow-up project? 8. What are the recommendations regarding the future role of VNG International and relationships with (potential) partners in or outside St Maarten.
<p>Verifiable deliverables</p>	<p>The M&E Expert has direct responsibility for the timely delivery to VNG International of the:</p> <ul style="list-style-type: none"> • End review report, including data and findings on the indicators as part of the logical framework of the project; • Assessment of the progress achieved under the project and the current state of the crisis management system on St Maarten; • Recommendations on the intervention logic, results framework, indicators used, activity plan and overall project methodology;
<p>Written reporting requirements</p>	<ul style="list-style-type: none"> • Inception report • End review report
<p>Reporting Lines</p>	<ul style="list-style-type: none"> • The M&E Expert will report to the Project Director at the VNG International home office.

Approximate number of working days	<p>17.5 working days:</p> <ul style="list-style-type: none"> • 5 days of preparation and desk research • 3 days interviews • 5.5 days mission (online or field) • 4 reporting days
Expert requirements	<p>One evaluator with the following qualifications:</p> <p>Education:</p> <ul style="list-style-type: none"> • Advanced university degree (Master's degree or equivalent) in Public Administration, Social Sciences, International Development or another relevant field; <p>Professional experience:</p> <ul style="list-style-type: none"> • A minimum of 10 years of relevant working experience in the international development sector; • Over 5 years of experience in institutional capacity building and technical assistance; • Experience with project formulation, management and evaluation; • Experienced in monitoring and evaluation, and undertaking results and impact assessments; <p>Skills:</p> <ul style="list-style-type: none"> • Good understanding of EU procedures and guidelines; • Excellent English writing skills; • Good understanding of inter-governmental relations within the Kingdom of the Netherlands; • Working experience on St Maarten is an asset; • Good (passive) understanding of the Dutch language is an asset.
Period	17 June 2024 – 30 August 2024
Location	Netherlands and St Maarten
Resources	The expert will have access to all project documentation
Contactperson	Marciano Johns, marciano.johns@vng.nl