

TERMS OF REFERENCE

Evidence-based policies for sustainable housing and urban development in selected countries with economies in transition

I. Purpose

The primary purpose of the evaluation is to assess the extent to which the objectives of the UNDA 10th tranche project “Evidence-based policies for sustainable housing and urban development in selected countries with economies in transition” were achieved. The evaluation will assess the relevance, coherence, effectiveness, efficiency and sustainability.

II. Scope

The evaluation will include the full project implementation during the period of June 2016-October 2020 in six pilot countries (Albania, Belarus, Georgia, Kazakhstan, Kyrgyzstan and Ukraine). The universally recognized values and principles of human rights and gender equality need to be integrated at all stages of an evaluation, in compliance with the United Nations Evaluation Group’s revised gender-related norms and standards. Therefore, the evaluation will assess how gender considerations were included in the process and it will make recommendations on how gender can be included better in the process.

III. Background

The project is part of the 8A Subprogramme HLM Component Programmes of Work 2018-2019¹ and 2020². The core objective of the Subprogramme is to improve housing, urban and land governance, and promote the evidence-based formulation and implementation of sustainable housing, land, population and social cohesion policies in the region.

The project builds on the activities and outcomes of the UNDA 9th tranche project “Strengthening national capacities for sustainable housing in selected countries with economies in transition” implemented by UNECE and UN-Habitat in 2014-2017. The UNDA 9th tranche project was aimed to support developing the capacity of countries with economies in transition to develop policies for sustainable housing, urban development, and land management through the preparation of National Action Plans on Sustainable Housing and Urban Development. Implementation of that project showed the need in the evidence-based approach to developing and implementing national policies which became the focus of the project to be evaluated. Furthermore, the project supports the implementation of the 2030 Agenda for Sustainable Development and the New Urban Agenda.

The overall goal of the project is to strengthen national capacities for the development of evidence-based policies for sustainable housing and urban development in the context of the

¹ <https://undocs.org/a/71/6/Rev.1> Please refer to Programme 17.

² [https://undocs.org/a/74/6\(Sect.20\)](https://undocs.org/a/74/6(Sect.20))

2030 Agenda for Sustainable Development in six selected countries: Albania, Belarus, Georgia, Kazakhstan, Kyrgyzstan and Ukraine. The project is implemented jointly by UNECE and the United Nations Human Settlements Programme (UN-Habitat), with UNECE as the lead agency. Originally the project was adopted for four countries, Albania, Georgia, Kyrgyzstan and Ukraine; in 2019, the project received additional funding from the UNDA residual funds to add two countries to the project – Albania and Kazakhstan and to implement additional activities, including organization of six workshops in the six project beneficiary countries.

The project assists national governments in the selected beneficiary countries by elaborating a policy paper and guidelines for the collection and analysis of the national data on housing and urban development, providing advice on the development of evidence-based policies, promoting intersectoral cooperation, building capacity on sustainable housing through the provision of advisory services, preparation of training materials, organization of workshops and online trainings.

The national stakeholders of the project are governments, including representatives of housing and urban development (key stakeholders), energy, finance, and environmental authorities in the beneficiary countries. Local authorities, private sector, academia and civil society, are also involved in the project.

The main organizations involved in project implementation are UNECE (lead agency) and UN-Habitat (an implementing partner).

The objective of the project is pursued by achieving the following results:

- (EA1) Strengthened national capacity of beneficiary countries to collect data on housing, urban development and land administration
- (EA2) Strengthened national technical capacity of relevant government agencies in beneficiary countries in the UNECE region to develop evidence-based policies on housing, urban development and land administration

Both the objective and the expected accomplishments are achieved by the implementation of the following activities:

- (A1.1) Conducting four advisory missions to discuss with the countries approaches and technical tools for the collection of data on housing, urban development and land administration relevant to sustainable development and human settlements in the four beneficiary countries.
- (A1.2) Development of a policy paper with the methodology for data collection on housing, urban development and land administration relevant to the 2030 Agenda.
- (A1.3) Organization of four national validation workshops to elaborate the guidelines for the data collection needed to review the implementation of policies on housing, urban development and land administration.
- (A1.4) Advisory missions to four countries to meet with the government officials and technical experts involved in the data collection to provide policy advice on the actual data collection and the implementation of the national guidelines for the data collection.
- (A2.1) Preparation of training materials in English and Russian on the development of evidence based sustainable urban development policies.
- (A2.2) Organization of four national training workshops to support the development of

evidence-based sustainable housing and urban development policies.

- (A2.3) Advisory missions of UNECE and UN-Habitat staff to the countries to assist in further adoption of evidence-based policies on housing, urban development and land administration.
- (A2.4) Preparation of the project report containing regional guidelines for the development of evidence-based policies.
- (A2.5) Organization of one regional meeting for UNECE member States to share lessons learned on the development of the methodology of the data collection and support to the related sustainable housing and urban development policies. – will be organized on 3-4 October 2019 in Geneva.
- (A2.6) Organization of six capacity-development workshops to support implementation of the guidelines on evidence-based policies. This activity was added upon the receipt of the additional UNDA residual funds. It included four additional workshops for beneficiary countries (2.6.1) and two workshops for additional countries that requested support (2.6.2).

The budget of the project is total US\$ 589'000 (including the additional funds of the amount of US\$ 90'000 for the Activity 2.6). The project is financed from the UN Development Account in its 10th tranche.

IV. Issues

The evaluation will answer the following issues: Relevance; Coherence; Effectiveness; Efficiency and Sustainability.

Relevance:

1. To what extent did the Project respond to the priorities and needs of the beneficiary countries to develop evidence-based policies? Was the project design appropriate?
2. To what extent were the activities consistent with global and regional priorities and the programme of work of the UNECE? What value has UNECE's efforts added in this area? How relevant were the project activities in the way of achieving the SDGs?
3. How relevant was the project to the target groups' needs and priorities? Was there a focus on the most vulnerable?
4. Did the project apply gender, rights-based and disability inclusion approaches in the design, implementation and results of the activities?

Coherence:

5. How coherent was the collaboration with other entities in the UN system and other international organizations?
6. Were the activities implemented according to the planned timeframe?
7. Were the activities implemented in the required sequence needed to ensure the greatest impact of the project?
8. To what extent are the outputs consistent with and relevant to the overall objective and expected accomplishments?

Effectiveness:

9. Did the project achieve the results expected during the project design in terms of the planned activities, outcome, and impact?
10. To what extent were the expected accomplishments of the project achieved?
11. What were the challenges/ obstacles to achieving the activities objective and expected accomplishments?

Efficiency:

12. Did the project achieve its objectives within the anticipated budget and allocation of resources?
13. How could the use of resources be improved? Would you propose any alternatives to achieve the same results? If yes, which ones?
14. Were the human and financial resources allocated to the project used efficiently and commensurate the project results?

Sustainability:

15. How is the stakeholders' engagement likely to continue, be scaled up, replicated or institutionalized?
16. To what extent do the partners and beneficiaries 'own' the outcomes of the work?
17. To what extent are the objectives of the activity still valid? How can the activity be replicated in the UNECE region or in other regions?
18. What are the laws, regulations, policies or projects that have been developed so far based on the strengthening national capacities for the development of the evidence-based policies for sustainable housing and urban development?
19. Has the project helped to strengthen the application of gender mainstreaming principles and contribute to substantial and meaningful changes in the situation of the most vulnerable groups?

V. Methodology

The evaluation will be conducted based on:

- A desk review of all relevant documents will be conducted in the first instance. The desk review will include: the project document and information on [project activities](#), developed Guidelines publication, including the policy paper, workshop agendas, reports of the national workshops. These documents will be provided by the Housing and Land Management Unit.
- In-depth in person and skype interviews will be conducted with (i) national coordinators of the project, representatives of national governments and relevant stakeholders in Albania, Belarus, Georgia, Kazakhstan, Kyrgyzstan and Ukraine; (ii) representatives of national government authorities in member States and stakeholders to be identified by UNECE; and (iii) with partners involved in the project, UNECE Housing and Land Management Unit and UN-Habitat. (list of contacts and details to be provided by the project manager).
- The consultant will attend the final project meeting in Geneva on 8-9 October 2020 at margins of which would also hold some of the interviews with project participants and representatives of governments. This is where the Housing and Land Management Unit will organize meetings with the project leaders and stakeholders.

UNECE will provide all documentation, support and guidance to the evaluation consultant as needed throughout the timeline of the evaluation.

The evaluation will be conducted in accordance with the ECE Evaluation Policy. A gender-responsive methodology, methods and tools, and data techniques are selected. The evaluation findings, conclusions and recommendations reflect a gender analysis.

The evaluation report of maximum 15-20 pages will summarize findings, conclusions and recommendations of the evaluation. An executive summary (max. 2 pages) will summarize the methodology of the evaluation, key findings, conclusions and recommendations.

VI. Evaluation schedule

- A. Preliminary research: June-August 2020;
- B. Data collection: June-October 2020;
- C. Data analysis: October-November 2020;
- D. Draft report: 30 October 2020;
- E. Final report: 30 November 2020

VII. Resources

An independent consultant will be engaged for a period of 40 days to conduct the evaluation.

Ms. Gulnara Roll, the Project Manager, will manage the evaluation in consultation with the Division Director Ms. Paola Deda. Housing and Land Management Unit team members and UN-Habitat experts, who were involved in the project, will be asked for inputs.

The Programme Management Unit (PMU) will provide guidance to the Project Manager and evaluator as needed on the evaluation design, methodology for the evaluation and quality assurance of the draft report.

VIII. Intended Use/Next Steps

Findings of this evaluation will be used when possible to:

- improve direct project's follow up actions, implementation of products by project beneficiaries and dissemination of the knowledge created through the project;
- assess the gaps and further needs of countries in the area of this project;
- formulate a tailored capacity building projects for the development of evidence-based policies for sustainable housing and urban;
- induce new project ideas, improving the planning and design of future capacity building activities and projects on housing and land management in the UNECE region;
- improve the establishment of evidence-based policies through the country profiles on housing and land management

The results of the evaluation will be reported to the CUDHLM.

Following the receipt of the final report, the project manager will develop a management response and action plan for addressing the recommendations made by the evaluator. The final evaluation report, the management response and the progress on implementation of recommendations will be available on the UNECE website.

IX. Criteria for evaluators

Evaluators should have:

- An advanced university degree or equivalent background in relevant disciplines
- Specialized training in areas such as evaluation, project management, social statistics,

advanced statistical research and analysis.

- Demonstrated relevant professional experience in design, management and conduct of evaluation processes with multiple stakeholders, survey design and implementation, project planning, monitoring and management, gender mainstreaming and human rights due diligence
- Demonstrated methodological knowledge of evaluations, including quantitative and qualitative data collection and analysis for end-of-cycle project evaluations.
- Fluent in written and spoken English. Knowledge of another language (for example Russian) may be desirable depending on the countries included in the project (for the purpose of being able to seek inputs from national authorities in their native tongue).

Evaluators should declare any conflict of interest to UNECE before embarking on an evaluation project, and at any point where such conflict occurs.