

**KINGDOM OF CAMBODIA
NATION RELIGION KING**

**Project Name: Land Allocation for Social and Economic Development Project II
IDA Credit No. 58070-KH**

TERMS OF REFERENCE

Recipient End of Project Completion Report

Institution/Department: Ministry of Land Management, Urban Planning and Construction (MLMUPC)
Recruitment type: International Individual Consultant (IIC)
Term Duration: 35 days (within 3 months period, and to be completed no later than June 30, 2021)
Hire/Procurement type: Consultancy Service
Location: MLMUPC
Required language (s): English
Preferred language (s):
Closing date:
Starting date: As soon as possible and no later than March 1, 2021

I. Introduction

1. The design of the second Land Allocation for Social and Economic Development Project II (LASED II) is based on a legal framework and an operational framework. The legal framework was established in 2003 through adoption of the Sub-decree 19 of the Land Law which defines the criteria and procedures for granting Social Land Concessions (SLCs). Article 2(a) defined SLCs as “a legal mechanism to transfer private state land for social purposes to the poor who lack land for residential and/or family farming purposes.” Two types of SLCs were established by the sub-decree: Articles 5 and 6 established “local” SLCs which are initiated and run by commune councils and are exclusively for residents of the commune, and a National Social Land Concession Program (article 7) was also established that casts a far wider net. The operational framework was the first LASED project which was implemented during 2008-15 to pilot the implementation of the Sub-decree 19 on SLCs. The LASED project obtained funding support from the World Bank and a World Bank-administered Japanese Social Development Fund (JSDF). Technical assistance was provided from the German Agency for International Cooperation (GIZ). The project covered 13 sites. Funding from the World Bank financed activities in eight sites, in seven communes located across three provinces; it provided 10,273 hectares of land to 3,148 households. Funding from the JSDF financed activities in five sites across two additional provinces; it provided 3,847 hectares to 1,293 households, and implementation activities were led by one NGO on each site.

2. LASED II, which aims to consolidate and expand activities under the previous LASED, includes the previous 13 SLC sites plus one new SLC site in Kampong Thom¹. It covers a total of 16,000 hectares and directly benefits some 5,091 households. Its implementation period is 5 years, from August 8, 2016 through December 31, 2021. The project has been jointly implemented by the General Department of Housing (GDH) of the Ministry of Land Management Urban Planning and Construction (MLMUPC) as and Executing Agency (EA), the General Directorate of Agriculture (GDA) of the Ministry of Agriculture, Forestry and Fisheries (MAFF), and the Secretariat of National Committee for Sub-National Democratic Development (NCDD-S) as an Implementing Agencies (IAs).

II. The Project Development Objective (PDO) of LASED II and Key Impact Indicators

3. The PDO of LASED II is to help improve target beneficiaries’ access to agriculture resources and selected infrastructure and social services in project communities. The achievement of the project development objective would be measured through the following indicators: (a) *eligible families that have received support for land tenure security -titles-* (percentage); (b) *public infrastructure and other services provided as elaborated in the Annual Work Plans and Budgets (AWPB)* (percentage); (c) *number of*

¹ The 14 sites are located in Kampong Speu, Kampong Chhnang, Kampong Thom, Tbong Khmum and Kratie

targeted beneficiaries that are satisfied with agricultural services, (disaggregated by gender); and (d) number of targeted clients (disaggregated by gender).

4. LASED II builds on the successful implementation and experience of the previous project and good practices in the sector, and aims to address the priority needs of current and prospective beneficiaries. It would provide, in particular, improved agricultural technology and infrastructure support to make beneficiaries' lands productive and sustainable. Thus, planned activities focus on: (a) strengthening community groups to better identify and prioritize technology and infrastructure investments; (b) financing priority productive and social community infrastructure; and (c) scaling up agricultural and livelihood support activities. The project's estimated cost is US\$26.86 million supported by a World Bank Credit of US\$ 25.06 million and a contribution from the RGC of US\$1.8 million. It includes two components, plus a Contingency Emergency Response Component: (i) Infrastructure and Livelihood Systems (US\$22.71 million) - made up of three sub-components including (a) Social Land Concession Investment Planning and Prioritization; (b) Land Preparation and Infrastructure Development; and (c) Agriculture and Livelihood Development; and (ii) Project Management (US\$4.15 million).

III. Project Implementation Progress and Impact – Highlights of Recent Findings

5. As of June 30, 2020 (i) eligible Land Recipients that have received support for land tenure security - 100% of all "eligible Land Recipients" (LRs) in 13 SLC's sites have received their land titles (3360 LR). In the 14th and most recent site (the Dong site), the eligible LR are expected to receive their land titles in July 2025, i.e. following completion of their 5th year at the site; (ii) public infrastructure - 93% of planned physical infrastructure have been achieved including repairs of earth roads in Kratie, upgrades of earth roads to laterite roads in Kampong Chhnang, Kampong Speu, and Kampong Thom, construction of new earth roads in Kampong Chhnang, Kampong Speu, Kampong Thom, Tbong Khmum and Kratie, and new laterite roads. No additional work is foreseen as the actual needs have been fully met; and (iii) delivery of agricultural services - 86% of trainees expressed their satisfaction with the agriculture techniques introduced by the project, such as animal husbandry, vegetable and fruit tree productions, cover crops plantation and climate adaptation. Some of them have started applying the techniques on their farm.

IV. Objective of the Assignment

6. The International Individual Consultant (IIC) will carry out the evaluation of the LASED II project at completion. She/he will work in close collaboration with the Project Coordinator, Project Staff, Advisers, Stakeholders and Beneficiaries in the target provinces, and will regularly report to the Project Director. Specifically, the IIC will assess the relevance of the project's objectives, the project's efficacy in achieving the stated objectives, the operation's efficiency, and the sustainability of results achieved.

- The relevance of the project's development objectives is the extent to which the operation's development objectives are consistent with the government's policy to reduce poverty, including through its SLC policy to provide access to productive assets to the most vulnerable
- The efficacy of the project is the extent to which the project's development objectives and outcomes were achieved or are expected to be achieved, and that the achievement is attributable to the activities or actions supported by the operation
- The efficiency of the operation is the extent to which resources and inputs are economically converted to results. In other words, it is whether or not the costs involved in achieving the operation's objectives were reasonable in comparison with both the benefits and with the recognized norms such as "value for money". Both economic analyses and aspects of design and implementation may be brought to bear in the assessment of efficiency, as relevant. For the economic analysis, the Net Present Value (NPV) that was calculated at appraisal in the Project Appraisal Document (PAD) should be re-estimated at completion. For design and implementation, aspects that either contributed to or reduced efficiency e.g. delays in implementation of key activities, frequent staff turn-over, procurement issues and delays, cost overruns, and planned vs. actual project timeframe, should be assessed.

- Sustainability and Capacity Enhancements pertains to the identification of key issues and challenges affecting the sustainability of the project's results, and preparation of concrete recommendations taking into account key lessons learned and achievements.

7. **Main Tasks.** The Consultant will carry out the following tasks, in close consultation with counterparts referred to in para 6. In order to ensure efficient and effective delivery of planned activities, she/he needs to prepare in advance the work plan for the assignment (including key meetings and workshops) to ensure effective participation of project staffs and stakeholders at all levels. In addition, the consultant should agree with the LASED II Project Management on an appropriate schedule to present the results of the assignment, to follow up on requests for clarification, and to reach timely approval of the evaluation report.

- Review available project reports and documentation;
- Work jointly with the consulting firm implementing the project endline survey to formulate the evaluation methodology. This includes a sampling frame, questionnaires and survey tools, as well as guidelines (forms) of data collection and analysis/evaluation for the preparation of a standard project completion report;
- Present the evaluation methodology jointly with the survey team during an orientation session with project staffs and stakeholders on the methodology and guidelines, assess the cultural/social appropriateness of the project including safeguard, good governance and gender equity; analyze the level of participation and level of satisfaction of land beneficiaries;
- Assess income generation opportunities and achievements of land beneficiaries;
- Assess the achievements of the project's expected outcomes and their impacts towards meeting the PDO. This includes a thorough review of project achievements including using M&E database and reports as well as other data or information for the comprehensive evaluation of the project's results.

8. **Deliverables.** The consultant will produce the following outputs:

- **Inception report.** Prepare an inception report (maximum 10 pages) commenting/clarifying understanding of the ToRs and including a work plan for the entire assignment within 15 days after commencement of the assignment, for discussion and agreement with the Project Director;
- **Presentations.** For key meetings and workshops, presentations will be prepared in power point and with relevant supporting materials, and to ensure that such presentations and materials would be translated in Khmer;
- **Draft Evaluation Report.** Prepare a draft Evaluation Report (maximum 40 pages) within six (6) weeks of the commencement of the assignment.
- **Final Evaluation Report.** Prepare the final evaluation report (maximum 40 pages excluding annexes) incorporating comments and agreed revisions resulting from discussions with all stakeholders on the draft evaluation report. The report will be in English and submitted to the Project Director not later than 2 weeks following submission of comments to the draft report by the Project Director/Management.
- **Document Compilation and Dataset.** Ensure that relevant documents and data sets used in the evaluation will be stored on a safe storage device and submitted to the Project Director at the end of the assignment.

9. **Input and Timing.** This consultancy assignment covers a period of 35 days. The End of Project's Completion Report would be completed no later than 3 months from the commencement of the assignment

date. This evaluation will be a key input to the overall end of project completion and results report which must be completed by no later than June 31, 2021.

Activity	Timeframe
Document Review	3 days
Inception Report	2 days
Presentation	2 days
Field Work	10 days
Data/Information Analysis	7 days
Draft report	8 days
Finalization of Report	2 days
Submission of Report	1 day
Total Timeframe	35 days

10. **Payment Schedules.** The consultant will enter into an agreement with LASED II Project and will be paid for the services as outlined below:

- 1st Installment: 25% of the total fee on signing of the agreement
- 2nd Installment: 50% on submission of Draft Report with satisfaction
- Final installment: 25% on satisfaction of submission of Final Report

11. **Consultant Requirements.** The Consultant is required to submit a detailed proposal as follows:

- Consultant background including detailed Curriculum Vitae supported with previous experience on similar assignment, current photograph (passport size) and three referees.
- Fees for the services with the support of previous contracts experiences.

12. **Skills and Qualifications.** The ideal consultant shall have:

- Master's degree or doctorate degree in agricultural economics, rural community development, and/or statistics, land related management and administration, public administration, public policy, and sociology;
- Extensive experience in conducting similar evaluations using both qualitative and quantitative tools.
- Experience and knowledge of the Social Land Concession and Community Driven Development;
- Experience in South East Asia, preferably Cambodia;
- Experience in design and implementation of surveys, namely on topics such as household consumption, food security and agriculture;
- At least 10 years of international experience of which at least 5 years working on multilateral funded project(s) in the rural development sectors;
- Willingness and ability to travel in difficult conditions.
- Excellent verbal and written communication in English. Ability to use and/or understand Khmer language will be added an advantage.

13. **Location, Duration and Other Matters**

- The duty station will be in office of LASED II at the Ministry of Land Management Urban Planning and Construction (MLMUPC); however, the consultant will frequently communicate with the office of the LASED II at the Ministry of Agriculture, Forestry and Fisheries (MAFF), and the Secretariat for National Committee for Sub-National Democratic Development (NCDD-S) at Ministry of Interior. The consultant also travels to the five provinces of LASED II in Kratie, Tbong Khmum, Kampong Chhnang, Kampong Speu, and Kampong Thom as required by the project. The LASED II office at the MLMUPC will arrange an office space and transport for field visits;

- The Consultant will work for a period of two (2) calendar months from the date of signing the contract (equivalent to approx. 8 weeks) on a ‘when actually employed basis’ including travel times.
- The Consultant is expected to start the work as soon as conveniently possible, and no later than March 1, 2021.

14. **How and where to apply.** Interested international individual consultants are required to submit the Letter of Expression of Interests, CVs, Proposal with detailed work plan, timeframe, and financial budget by soft or hard copies to the address mentioned below:

- The National Committee for Sub-National Democratic and Development Secretariat (NCDDS).
- Land Allocation for Social and Economic Development Project II (LASED II). Building T, Room 6G of Ministry of Interior: 275 Norodom Blvd., Sangkat Tonlé Bassac, Khan Chamcarmon, Phnom Penh, Cambodia. Email: lased.info@ncdd.gov.kh.
- Detailed Terms of Reference (ToR) are available at: www.ncdd.gov.kh; and at the [world bank.org](http://worldbank.org).