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Evaluation of Guinea WFP Interim Country Strategic Plan 2019 -2023

Terms of Reference [Final]

November 2022

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1. Background

1. These Terms of Reference (ToR) were prepared by the WFP Office of Evaluation (OEV) based upon an initial document review and consultation with stakeholders.
2. The purpose of these terms of reference is to provide key information to stakeholders about the evaluation, to guide the evaluation team and to specify expectations during various phases of the evaluation. The ToR document is structured as follows: Section 1 provides information on the context; Section 2 presents the rationale, objectives, stakeholders, and main users of the evaluation; Section 3 presents the WFP portfolio and defines the scope of the evaluation; Section 4 identifies the evaluation approach and methodology; and Section 5 indicates how the evaluation will be organized. The annexes provide additional information.

1.1. INTRODUCTION

3. Country Strategic Plan Evaluations (CSPEs) encompass the entirety of WFP activities during a specific period. Their purpose is twofold: 1) to provide evaluation evidence and learning on WFP performance for country-level strategic decisions, specifically for developing the next country strategic plan (CSP); and 2) to provide accountability for results to WFP stakeholders. These evaluations are mandatory for all CSPs. CSPEs are carried out in line with the WFP Policy on Country Strategic Plan and the WFP Evaluation Policy. Interim CSPs (ICSPs) are evaluated every five years for the 10 largest country offices, and every 10-12 years for all other country offices. As the Guinea CO is not amongst the 10 largest, the latter is applicable.

1.2. CONTEXT

General overview

4. Guinea is a country in West Africa bordered by Guinea-Bissau, Senegal, Mali, Ivory Coast, Liberia, and Sierra Leone. The country has a territorial extension of 245,857 km². The country is divided into four main regions: Maritime Guinea bordering the Atlantic Ocean, Middle Guinea comprising the Fouta Djallon highlands, Upper Guinea in the northern Savana and Forest Guinea, which is a south-eastern rain forest region. Guinea is a presidential representative democratic republic, whereby the President is both the Head of State and the Head of Government. In September 2021, the national army took over the rule of the nation after having overthrown the former President Alpha Condé. As per the agreement between Economic Community of West African States (ECOWAS) and the ruling entity, the country is expected to transition towards civilian rule by March 2024.
5. As per the latest official data, Guinea's population accounts to a total of 13,497,237¹, of which 48.5 percent are males and 51.5 percent are females. Guinea has a quite young population, with the median age being 18 years old and only 3% of the population is above 65 years old². This is related to the fact that, as of 2020, life expectancy at birth was 62 years. The total fertility rate per woman is 4% and the adolescent birth rate is 120 per 1000 women³. In addition, latest data show that the practice of female genital mutilation among girls aged 15 -19 is quite prevalent (95%)⁴. The paragraphs below provide an overview of the Guinea main country characteristics, while additional details on secondary data and socioeconomic indicators are provided in Annex 2 (Guinea Country Fact Sheet).

¹ World Bank, *World Development Indicators*, 2022.

² UNFPA, *World Population Database*, 2022

³ UNFPA, *World Population Dashboard*, 2022

⁴ *ibidem*

Macro-economic overview: Poverty and Inequality

6. The Republic of Guinea is a low-income country with several development and socio-economic challenges. Guinea ranked 178 out of 189 countries in the latest Human Development Report, with a score of 0.477 positioning the country in the low human development area⁵. According to the latest data, the GDP per capita accounted to 1,174 USD in 2021, with a growth rate of 3.12%⁶. In addition, inflation was 12.5% in 2021 due to increases in freight and fuel costs, and in imported inflation on consumer goods, which squeezed disposable incomes and exacerbated vulnerability.⁷ The national Gini Index is 29.6% indicating relatively low inequality while poverty levels remain very high, with the percentage of population living in severe multidimensional poverty being 43.7 percent in 2020.⁸

National policies and the SDGs

7. The main policy and planning document for the Republic of Guinea is the National Economic and Social Development Plan (PNDES) for 2016-2020. Aligned to the 2030 leaving no one behind agenda, this document identifies and addresses the main socio-economic challenges of the country such as rule of law, social cohesion, economic growth, and the enhancement of human capital⁹.
8. To address food security challenges, the Republic of Guinea has adopted a national food and nutrition policy (Politique Nationale d’Alimentation et de Nutrition) in 2014. In line with SDG 2, this policy aims to achieve an equal and sustainable access to food security to the people of Guinea, by eradicating undernutrition and reducing malnutrition through national mobilization¹⁰.
9. The 2030 agenda is also reflected in the country’s national “Vision 2040 for an emerging and prosperous Guinea”. Structured around six main pillars and related strategic priorities, the national vision aims to fight pre-existing social inequalities and to upscale its classification from “least advanced country” to “upper middle-income country” by 2040¹¹.

Food and nutrition security

10. While Guinea is particularly rich in terms of natural resources, food security is particularly challenged by severe multidimensional poverty and by persistent climate hazards that the country is facing. Also, malnutrition continues to be a major public health challenge in the country and remains one of the main causes of infant mortality in Guinea, with chronic malnutrition affecting 30 percent of children under 5, with rates varying between 40 and 60 percent in some prefectures¹². Recent assessments show that stunting levels across children remain high, with 24.4% of children under 5 suffering from stunting. The March 2022 Cadre Harmonisé shows that the number of people in Phase 3 has increased from 454,000 to 564,500 between February 2021 and March 2022, an increase of 10,9 percent.

Agriculture

11. Compared to other countries in the region, the agro-ecological diversity, water resources and the availability of agricultural land give Guinea a natural comparative advantage in the production of a wide variety of food and export products. In fact, agriculture is one of the most important sectors for the national economy¹³. In the last four years, the share of agriculture, forestry and fishing over the GDP increased from 20.6 percent in 2017 to 25.5 percent in 2020¹⁴. Agriculture employs almost 50% of the total labor force in the country. With reference to productivity, the agricultural sector faces barriers in access to land, access to finance, poor road and transport services, and trade logistics. Difficulties in

⁵ UNDP, *Human Development Report*, 2020

⁶ World Bank, *Guinea Country Profile*, 2022.

⁷ African Development Bank, *Guinea Economic Outlook*, 2022.

⁸ UNDP, *Human Development Report*, 2020

⁹ Government of Guinea, *National Economic and Social Development Plan (PNDES) 2016 - 2020*

¹⁰ Government of Guinea, Ministry of Health, *National Food and Nutrition Policy*, 2014

¹¹ Ministry of Planning and International Cooperation, *Vision 2040 for an emerging and prosperous Guinea*, 2017

¹² World Bank, *World Development Indicators*, 2022

¹³ IFAD, *L’avenir de l’agriculture en Guinée : 2030-2063*, 2020

¹⁴ World Bank, *World Development Indicators*, 2022

accessing short-term loans or guaranteed markets and in making capital improvements to their farms constitute another bottleneck.¹⁵

Climate change and vulnerability

12. Guinea is prone to climate change and natural disasters. Its geographical position makes the country particularly prone to flooding, which occurs on a yearly basis¹⁶. In 2020, extreme flooding affected a total of 49,541 people in the area of Kankan, causing significant damages to dwellings and leaving several people injured¹⁷. In 2021, heavy rain affected 69,671 people, or 9,953 households, resulting with 1,972 homeless people, 21 injured and 05 deaths recorded in prefectures of Siguiri (43,815 people, 6,280 households); Gueckédou (9,305 people affected, 1,364 households) and Conakry (16,551 people affected, or 2,309 households).¹⁸

Education

13. The adult literacy rate in Guinea is low standing at 45.3 percent¹⁹. Disaggregating by gender, most recent data show that adult literacy rate was 27.6 percent for female compared to 54.4 percent for males in 2018²⁰. While the primary school enrolment rate is high and (100.7 percent)²¹ recent data have shown that this is not the case for primary school completion rate which stands at 45%, with an even lower level for girls (39%)²². This is true also for secondary school, whose completion rate stands at 37.16 percent for males and 33.16 percent for males. The education system in Guinea was particularly challenged by the health emergency caused by the COVID-19 pandemic and the re-insurgence of Ebola epidemics in the country.

Gender

14. The Republic of Guinea is ranked 157 out of 191 countries in the Gender Inequality Index. Women representation in parliament is very limited with only 16.7 percent of seats being held by women²³. The female labour participation rate was 42.9 percent in 2019²⁴ compared to 62 percent for men.
15. Further to the lack of political representation and the low labour participation rate, women in Guinea face several challenges which are mostly due to social norms. Recent assessments show that women face challenges in accessing civil registration and this sometimes prevents them in fully enjoying their political and civil rights²⁵. In addition, despite several national efforts, forced and child marriages remain a common practice in the country: 21% of girls in Guinea get married before the age of 15, with this percentage reaching 28% in rural areas²⁶. Female Genital Mutilation (FGM) is also strongly present in the country, especially in rural areas.
16. Over the last years, the Government of Guinea, through the Ministry of Social Affairs, the Advancement of Women and Children, has intensified its efforts to strengthen its institutional framework on gender. These include the adoption of a National Plan on United Nations Security Council Resolutions 1325 and related resolutions (2009), a National Strategy to Combat Gender-Based Violence (GBV) since 2010, and a National Gender Policy (2011).

Migration, refugees, and internally displaced people

17. Towards the end of 1999, the Republic of Guinea was ranked as the largest migrants receiving country in Africa. Over the last 20 years, this trend has been constantly declining for the country which, as per

¹⁵ World Bank, Global Report on Creating Markets, 2021

¹⁶ USAID, Guinea Climate Risk Profile, 2021

¹⁷ World Bank, Climate Change Knowledge Portal, 2021

¹⁸ International Federation of the Red Cross and Red Crescent Societies, 2021

¹⁹ UNESCO, UIS 2022

²⁰ World Bank, *World Development Indicators*, 2022.

²¹ World Bank, *World Development Indicators*, 2022.

²² World Bank, *World Development Indicators*, 2022

²³ UN WOMEN, *Guinea Country Factsheet*, 2022

²⁴ World Bank, *World Development Indicators*, 2022

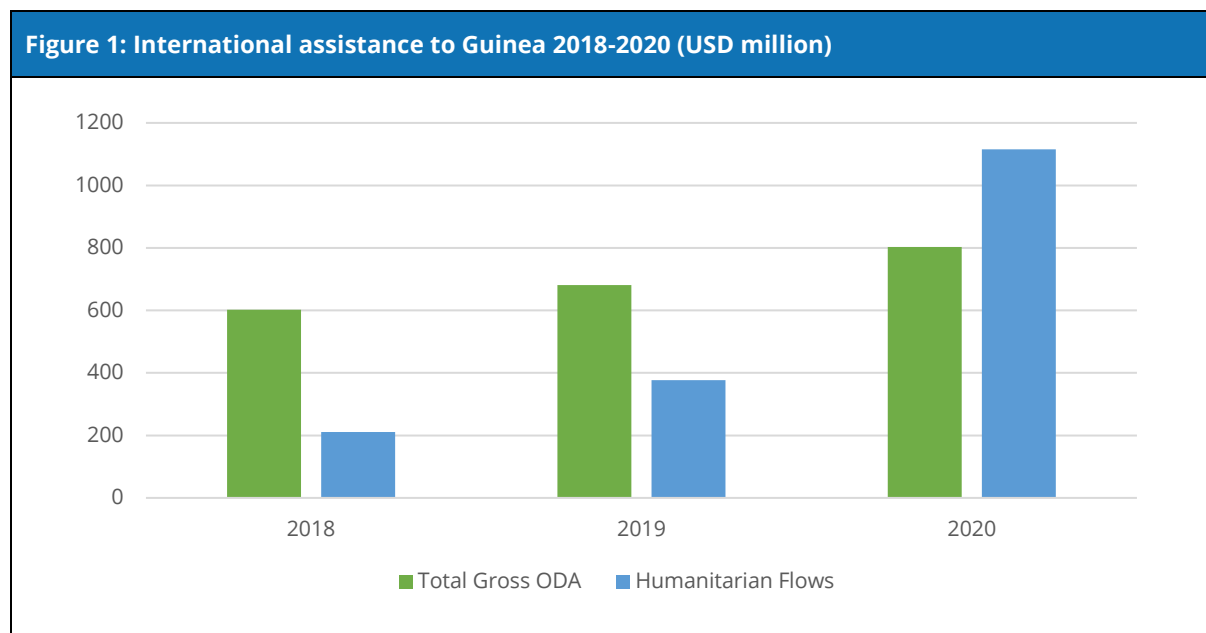
²⁵ UNICEF, *Overview of the civil registration system in Guinea*, 2019

²⁶ UNFPA, Adolescent and Youth Dashboard, Guinea, 2022

the latest data, is now registering 121.4 thousand international migrants²⁷ (0.9% of the total population), and 41.4% of them were female. International migrants in Guinea mostly come from bordering countries such as Mali, Equatorial Guinea, Sierra Leone, Côte d'Ivoire, and Algeria. Nearly half a million nationals emigrated to foreign countries. The latest available data suggest that, as of 2021, the total number of internally displaced persons in the country was 2600, mostly due to the annual rains and floods.²⁸

International development assistance

- During the period 2018 – 2020, the Republic of Guinea received a yearly average USD 695 million gross official development assistance (ODA). The proportion of net ODA per GDP remained stable across the last four years, with a slight decline from 5.7 percent in 2018 to 5.6 percent in 2020. Humanitarian funding instead, registered a significant increase in 2020 when compared to 2018, probably due to the COVID-19 response.



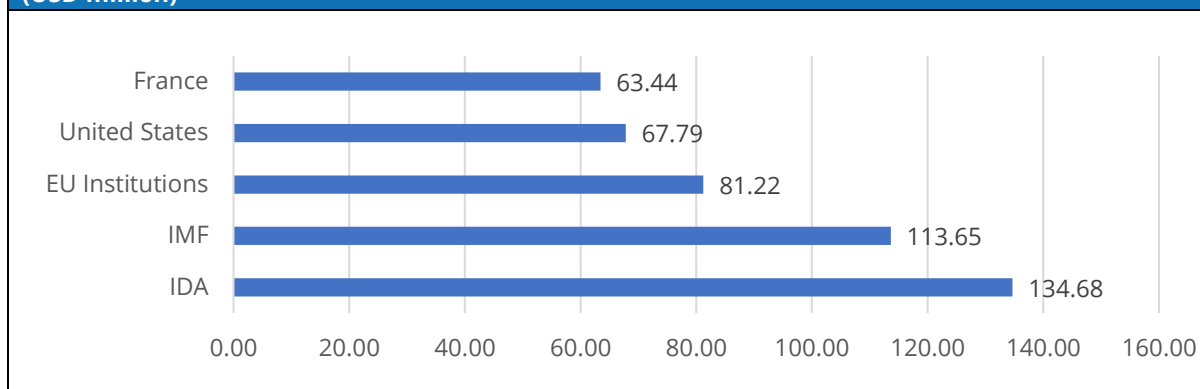
Source: OECD website and FTS, data extracted on 16/09/2022. ODA data for 2021 and 2022 are not available

- The major sources of Official Development Assistance in Guinea in the last years have been the International Development Association, the IMF, European Institutions followed by the United States and France (Figure 2).

²⁷ UN DESA, *World Population Statistics*, 2020

²⁸ Internal Displacement Monitoring Center, accessed on 19/09/2022

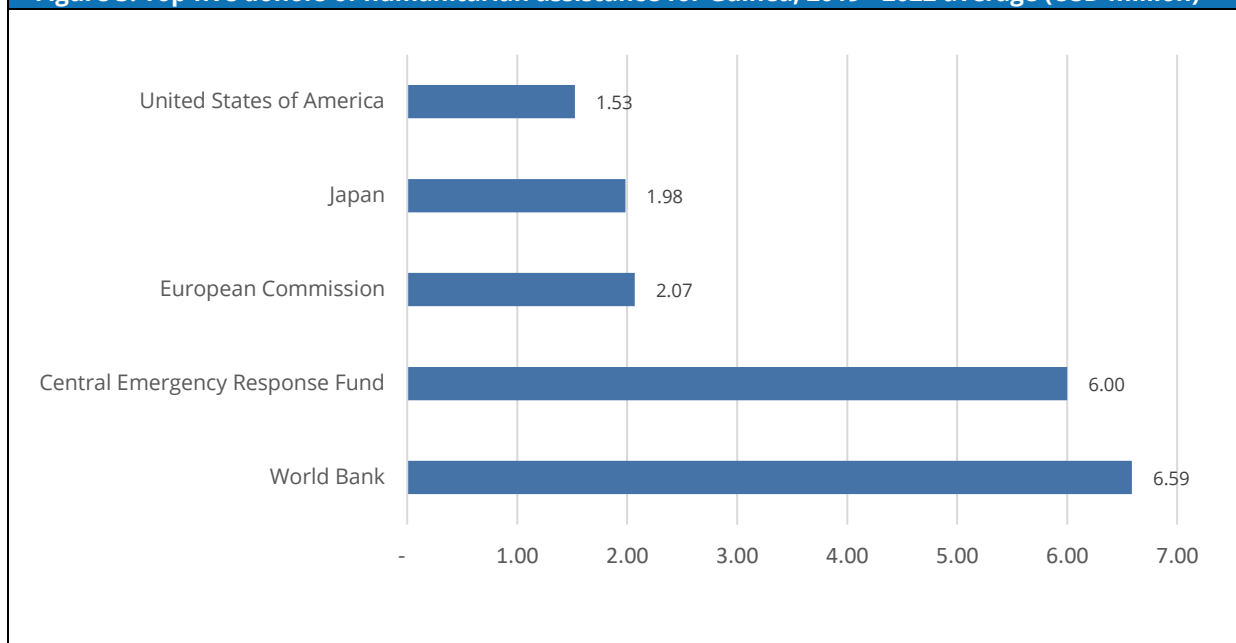
Figure 2: Top five donors of gross official development assistance for Guinea, 2017 - 2020 average (USD million)



Source : OECD-DAC, UN OCHA – FTS (Accessed on 16/09/2022)

20. With reference to humanitarian assistance, the main donors providing humanitarian flows have been the World Bank, followed by the Central Emergency Response Fund, the European Commission, then Japan and the United States of America. Humanitarian funding flows increased significantly in 2020, with the greatest bulk of it being allocated to the COVID-19 response.

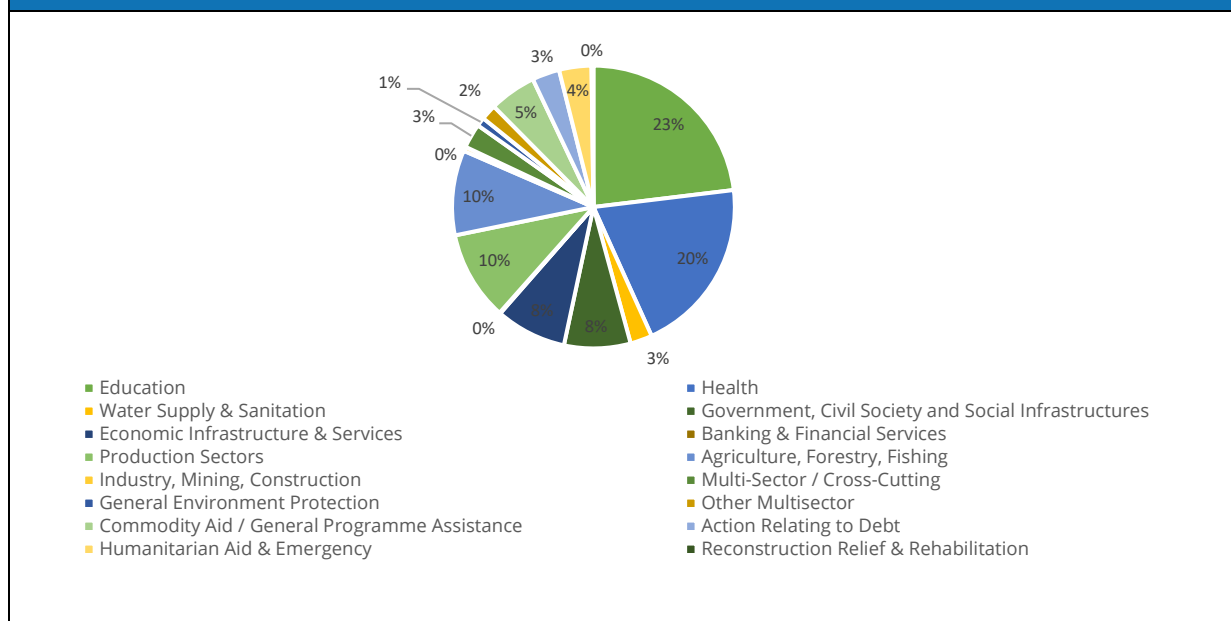
Figure 3: Top five donors of humanitarian assistance for Guinea, 2019 - 2022 average (USD million)



Source: UN OCHA – FTS Accessed on 16/09/2022. Data for 2022 might be preliminary

21. Disaggregated by sector, the main ODA funding flows have been allocated to Education (23%), followed by Health (20%), Agriculture Forestry and Fishing (10%), Production Sectors (10%), Economic Infrastructure and Services (8%), Government and Civil Society Infrastructures (8%) and finally, to Commodity Aid (5%), Humanitarian Aid and Emergency Response (4%).

Figure 4: Bilateral ODA by sector, 2018 - 2020 average (Guinea)



Source: OECD – DAC, Creditor Reporting System, data extracted on 16/09/2022

22. The United Nations Development Assistance Framework (UNDAF) covers the period 2018 – 2023 and leverages the expertise, capacity, and resources of the United Nations to support the Government’s priorities. The Framework is aligned with national programs and policies, as it was developed in parallel with the National Socio-Economic Development Plan (*Plan National de Développement Economique et Social*) 2016 – 2020 to ensure full alignment with national priorities. The framework has identified three strategic priorities (i) Promoting good governance for sustainable development (ii) Economic Transformation and management of natural resources (iii) Inclusive development of human capital that will guide the United Nations Country Team (UNCT), with particular focus in the areas of basic social services (education, health, employment, and social protection) as well the sectors leading the national economic growth, namely agriculture, fishery, and farming.
23. A strategic review of the UNDAF as conducted in 2021 and the results are currently being used to design the strategic orientation of the new planning cycle (2023 – 2027). Overall, the evaluation findings suggest that the UNDAF was well aligned with national priorities and resources have been used in an optimal way. Areas of improvement that were identified included more synergies across the UNCT to build a consensual agreement on the decentralized approach to be used in future interventions and to reinforce dialogue with the government on priority intervention areas.

2. Reasons for the evaluation

2.1. RATIONALE

24. Country strategic plan evaluations (CSPEs) were introduced by the WFP Policy on Country Strategic Plans in 2016. The policy states that: “under the management of the Office of Evaluation, all CSPs, besides Interim CSPs, will undergo country portfolio evaluations towards the end of their implementation period, to assess progress and results against intended CSP outcomes and objectives, including towards gender equity and other cross-cutting corporate results; and to identify lessons for the design of subsequent country-level support”. These evaluations are part of a wide body of evidence expected to inform the design of country strategic plans (CSP). The evaluation is an opportunity for the country office (CO) to benefit from an independent assessment of its portfolio of operations. The timing will enable the country office to use the CSPE evidence on past and current performance in the design of the new country strategic plan – scheduled for Executive Board approval in June 2024.

2.2. OBJECTIVES

25. Evaluations serve the dual objectives of accountability and learning. As such, this evaluation will:
1) provide evaluation evidence and learning on WFP performance for country-level strategic decisions, specifically for developing the future engagement of WFP in Guinea that will be anchored on the new Country Strategic Plan; and 2) provide accountability for results to WFP stakeholders.

2.3. STAKEHOLDER ANALYSIS

26. The evaluation will seek the views of, and be useful to, a broad range of internal and external WFP stakeholders. It will present an opportunity for national, regional, and corporate learning. The key standard stakeholders of this ICSP are the WFP country office, regional bureau in Dakar and headquarters technical divisions, followed by the Executive Board (EB), the beneficiaries, the government of the Republic of Guinea, local and international non-governmental organizations (NGOs), the United Nations country team and the WFP Office of Evaluation (OEV) for synthesis and feeding into other evaluations. A matrix of stakeholders with their respective interests and roles in the CSPE is attached in Annex 4.
27. Key stakeholders include the beneficiaries of WFP, particularly the girls, boys, women and men receiving assistance in whatever form, as well as their community structures, such as the schools or farmers unions. The ICSP will seek to engage with the affected populations, including beneficiary household members, community leaders, teachers, school personnel, health workers, and other participants in WFP activities. Special attention will be given in hearing the voices of the most vulnerable population such as pregnant and lactating women and girls, and people with disabilities.
28. As the key partner for WFP in Guinea, the national government is a crucial stakeholder in this evaluation, particularly the ministries of Health, Education, Agriculture, Ministry of Social Affairs, the Advancement of Women and Children's Affairs.
29. Other key stakeholders of the ICSP include i) United Nations Agencies such as the World Health Organization, the United Nations Children and Education Fund, the Food and Agriculture Organization, the International Organization for Migration, the Joint United Nations Programme on HIV/AIDS, the United Nations Population Fund and the International Fund for Agricultural Development; ii) international development institutions such as the African Development Bank, the World Bank, and iii) non-governmental organizations (NGOs) and civil society institutions, including WFP's implementing partners such as Plan International.
30. International and local partners of WFP in Guinea have a stake in this evaluation in terms of partnerships, performance, future strategic orientation, as well as issues pertaining to UN coordination. They have an interest in that WFP activities are coherent and effective. The evaluation can represent an opportunity to improve collaboration, co-ordination and increase synergies within the UN system and its partners.
31. Selected stakeholders will be interviewed and consulted during the inception and data collection phases as applicable and will be expected to participate in a workshop towards the end of the reporting phase. More details about the stakeholders' respective interest and roles in the CSPE is attached in Annex 4, while their links with the different Strategic Objectives of the CSP are found in next section 3.1.

3. Subject of the evaluation

3.1. SUBJECT OF THE EVALUATION

32. WFP has been active in Guinea since 1964, providing gender-responsive life-saving food assistance, school feeding, assistance for the prevention and treatment of malnutrition and livelihood support to targeted vulnerable people. As showed in Annex 1: Guinea, Map with WFP Offices in 2022, WFP presence in the country includes a country office in the capital city Conakry, one area office in Kissidougou together with a total of four sub-offices in Boké, Labé, Kankan and Nzérékoré.
33. In 2013, the Country Office launched its first Country Programme, which was implemented from 2013 to 2017. The programme had five main outcome areas including (i) sustained increase in the number of children attending primary schools, particularly girls; ii) improved nutritional status of children aged 6–59 months and pregnant and lactating women; iii) improved nutritional status of people living with HIV and tuberculosis patients receiving treatment; iv) increased food availability and dietary diversity in the targeted areas; v) increased resilience of vulnerable communities to disasters. The programme initially targeted a total of 437,000 beneficiaries at a cost of USD 40,144,487.

Transitional interim Country Strategic Plan (T-ICSP, January 2018 -June 2019)

34. To facilitate transition from the former Country Programme to the adoption of the new Country Strategic Plan policy, in January 2018, WFP launched a transitional interim country strategic plan (T-ICSP) that was implemented in the Republic of Guinea until June 2019. Through the T-ICSP, WFP established synergies with the government and other stakeholders to carry out various activities under its school feeding programme; nutrition prevention and treatment programmes; and livelihood and resilience programmes targeting smallholder farmers. The T-ICSP consisted of the following strategic outcomes (SOs):
 - **Strategic Outcome 1:** Vulnerable populations including school aged children in Guinea have adequate access to safe and nutritious food all year round. Key interventions under this SO included school feeding in rural areas, food assistance and technical support to the Government²⁹.
 - **Strategic Outcome 2:** The most vulnerable populations in Guinea, namely pregnant and lactating women. Children under five, and malnourished HIV/TB patients have improved nutritional status by 2020. The main activities under this SO included food assistance to vulnerable populations (mostly pregnant and lactating women and children under five) as well as capacity strengthening to the Government to promote and implement nutrition sensitive activities and policies³⁰.
 - **Strategic Outcome 3:** Smallholders in targeted areas, namely women and young people, have enhanced livelihoods to better support their food security and nutrition needs throughout the year. Activities under this strategic outcome included capacity strengthening and technical support to smallholder farmers to promote the creation of market outlets for their commodities (local purchases, private sector – institutional and private sector demand³¹).

Financial overview of the T- ICSP

35. The T-ICSP was approved at a total cost of USD 15,141,683. The table below illustrates the cumulative financial overview of the T-ICSP by focus area and SO.

²⁹ WFP Guinea, Transitional Interim Country Strategic Plan, 2018 – 2019,

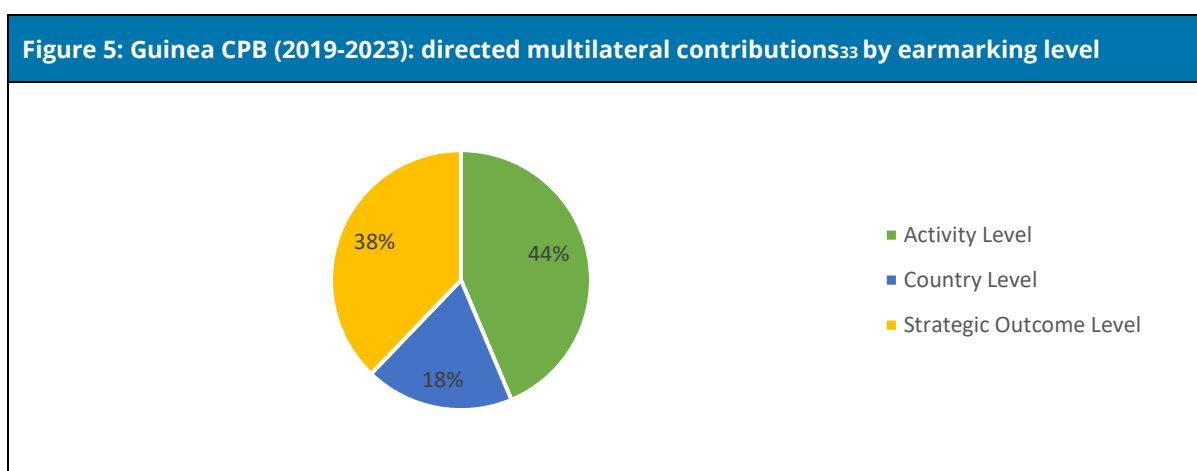
³⁰ ibidem

³¹ ibidem

Table 1 – Guinea T-ICSP 2018 – 2019 Cumulative financial overview					
Focus area	Strategic Outcome	Original NBP (Percentage over total NBP)	NBP as per last BR (Percentage, over total NBP)	Allocated Resources (Percentage, over NBP)	Expenditures ³² (Percentage, over Allocated resources)
Resilience Building	SO 1	7,162,456.95 (47%)	7,108,703.91 (42%)	5,243,768.17 (74%)	5,243,768.17 (100%)
	SO3	3,037,741.74 (20%)	4,299,106.93 (26%)	1,235,342.75 (29%)	1,235,342.39 (100%)
Root Causes	SO 2	2,642,548.25 (17%)	3,069,188.74 (18%)	2,611,552.67 (85%)	2,611,552.67 (100%)
Non-SO Specific		2,298,936.19 (15%)	2,356,908.64 (14%)	1,765,198.17 (74%)	1,765,198.17 (100%)
Grand Total		15,141,683.13 (100%)	16,833,908.22 (100%)	10,855,861.76 (64%)	10,855,861.76 (100%)

Source: CPB Resources Overview Report_EV, data extracted on 13/09/2022

36. Overall, 44% of confirmed donor contributions were allocated by activity level, followed by 38% at strategic outcome level and 18% at country level.



Source: WFP FACTory, Distribution Contribution and Forecast Stats - data extracted on 12/09/2022

Interim Country Strategic Plan (ICSP, July 2019 - June 2023)

37. Following the T-ICSP (2018 – 2019), the ICSP (2019-2023) was designed to support the Government in achieving the priorities outlined in the national economic and social development plan for 2016–2020 through initially five SOs and five Activities (Table 2). A sixth SO delivered through two additional Activities was added in February 2021 in response to the COVID-19 pandemic.

³² The data for expenditures might need to be revised with the CO due do internal system attributions

³³ Directed Multilateral Contributions (also known as “earmarked” contributions) refer to those funds, which donors request WFP to direct to a specific Country/ies SO/s, or activity/ies

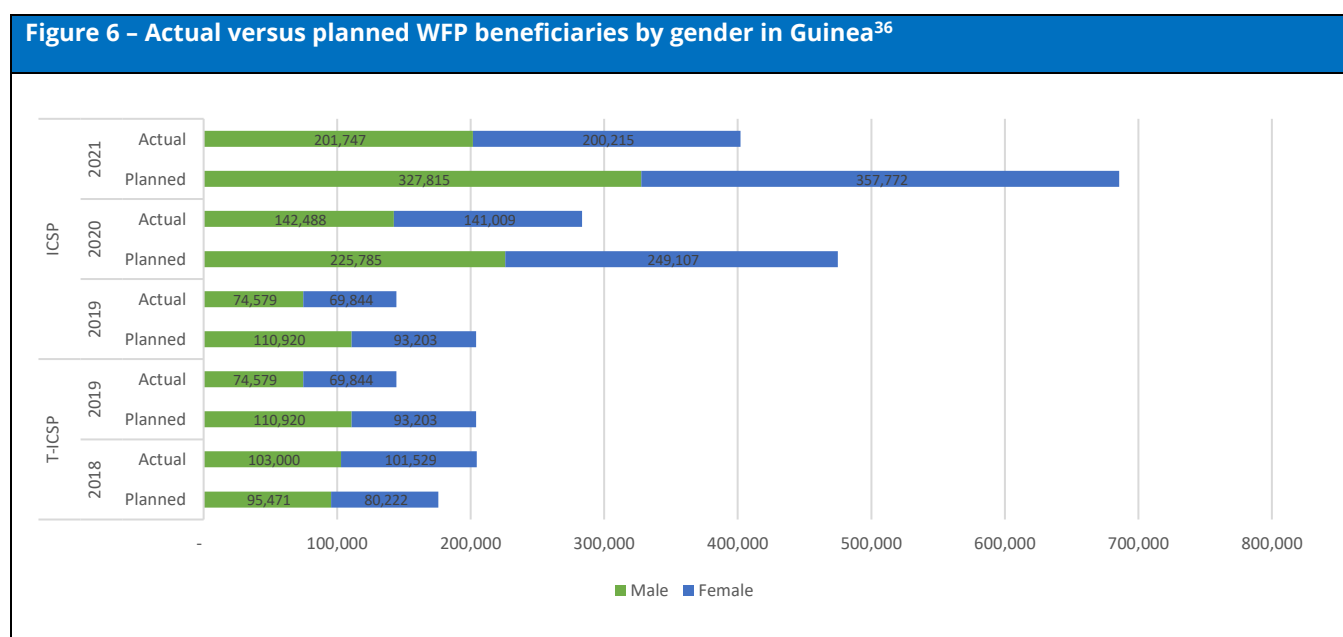
Table 2: Strategic outcomes and activities under the ICSP

Focus Area	Strategic Outcomes	Activities
Resilience Building	SO 1: Food-insecure populations, including pre- and primary school-age children, in targeted areas have access to adequate and nutritious food all year.	Activity 1: Provide nutritious school meals to pre- and primary school children, including take-home rations for girls, prioritizing local purchases and providing capacity strengthening for partners, including through social and behaviour change communications and nutrition-sensitive activities within the framework of home-grown school feeding approaches Modality: Food, CBT, Capacity Strengthening (CS)
Crisis Response	SO 2: Crisis-affected populations in targeted areas are able to meet their basic food and nutrition needs during and in the aftermath of a crisis.	Activity 2: Provide an integrated package of emergency food and nutrition assistance that includes gender-responsive and gender-transformative social and behaviour change communications and livelihood support for crisis-affected populations Modality: Food, CBT
Root Causes	SO 3: Nutritionally vulnerable populations, including children, pregnant and lactating women and girls, people living with HIV or tuberculosis and receiving treatment, persons with disabilities and orphans, in Guinea have improved nutrition status by 2030.	Activity 3: Support beneficiaries equitably – women, men, girls and boys – through the provision of specialized nutritious food and integrated programmes, including social and behaviour change communications, and strengthen partners’ capacities to prevent and treat malnutrition Modality: Food, CBT, CS
Resilience Building	SO 4: Food-insecure and climate-affected populations, including smallholder farmers, young people and women, in targeted areas have improved livelihood sources and more efficient and inclusive value chains by 2030	Activity 4: Provide targeted groups with climate-resilient livelihood support that enables them to sustainably increase and diversify their roles along the food value chain, strengthens their access to markets, including school feeding and home-grown school feeding interventions, and improves food handling and processing Modality: CBT, CS
Resilience Building	SO 5: National institutions have enhanced capacities in the design and use of management systems for food security and nutrition, social protection and disaster risk management by 2030	Activity 5: Deliver capacity strengthening support for national institutions and other partners, including through South-South cooperation, in the design and use of systems for the management of social protection, emergency preparedness and response, disaster risks, post-harvest losses and supply chains for food security and nutrition objectives Modality: CS
Crisis Response	SO 6: Humanitarian and government partners have access to reliable transports and logistics services during crisis <i>Introduced with budget revision 2 in Feb 2021.</i>	Activity 6: Provide Humanitarian AIR Service (UNHAS) to government and other partners to facilitate access to areas of humanitarian intervention Activity 7: Provide on demand supply chain services to the Government humanitarian and development partners Modality: Service Delivery

38. The Guinea ICSP initially targeted a total of 381,457 beneficiaries directly (tier 1) and indirectly (tier 2). The latest official data show that WFP was able to reach a total of 401,963³⁴ beneficiaries in 2021 (61% male) (56.5% female)³⁵. The table below provides a beneficiary breakdown per programme area, distinguishing by planned and actual beneficiaries in the ICSP, while figure 6 provides an overview of gender disaggregated actual and planned beneficiaries data in Guinea for both the T-ICSP and the ICSP.

Table 3: Overview of ICSP Beneficiaries per programme Area			
Programme Area	Planned	Actual	%Actual vs. Planned
Asset Creation and Livelihood	50,000	65,040	130%
Emergency Preparedness	200,000	0	0%
Prevention of Malnutrition	15,000	17,130	114%
School-Based Programmes	139,232	167,701	120%
Treatment of Malnutrition	37,250	31,752	85%
Unconditional Resources Transfer	244,105	170,340	69%
Total	685,587.00	451,963.00	65.92%

Source: ACR 2021



Source: COMET report CM-R001b, data extracted on [14/09/2022].

39. With reference to modality, WFP was able to transfer 6,366 mt of food reaching a total of 316,083 beneficiaries and to transfer a total of US 3,591,862 to 88,351 beneficiaries. Additional details on actual performance on beneficiaries are provided in Annex 8: Key information on beneficiaries and transfers.

³⁵ ACR 2021

³⁶ Beneficiary data for 2019 are distributed as follows: From January 1st to June 30th, 2019, under the T-ICSP, and as of July 1st 2019 under the ICSP.

Financial overview of the ICSP

Table 4: Guinea ICSP 2019 – 2023 Cumulative Financial Overview

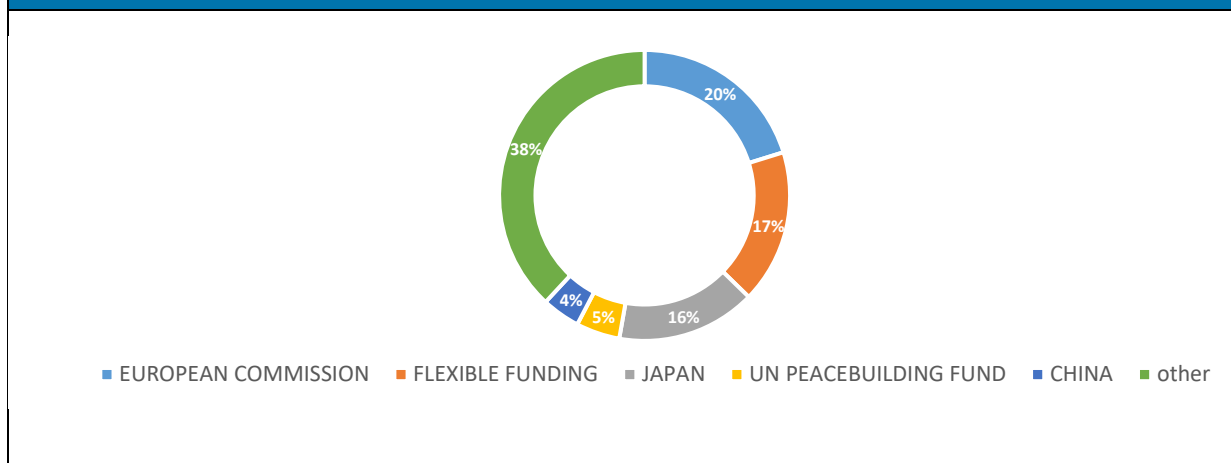
Focus Area	Strategic Outcome	Original NBP	NBP as per last budget revision (percentage over total NBP)	Expenditures (percentage over allocated resources)	Allocated Resources (percentage over SO NBP)
Crisis Response	SO 2	4,576,724 (9%)	27,933,403 (30%)	11,414,350 (92%)	12,439,877 (45%)
	SO 6	1,291,488 (2%)	8,659,161 (9%)	2,968,459 (91%)	3,263,470 (38%)
Resilience Building	SO 1	21,188,418 40%	20,721,919 (22%)	8,754,936 (94%)	9,273,150 (45%)
	SO 4	6,982,477 13%	11,848,929 (13%)	6,081,890 (79%)	7,712,434 (65%)
	SO 5	2,269,068 4%	1,315,885 (1%)	510,668 (75%)	684,059 (52%)
Root Causes	SO 3	9,715,288 18%	10,296,852 (11%)	4,796,592 (89%)	5,384,210 (52%)
Non-SO Specific		7,144,782	12,228,467	3,819,157 (58%)	6,632,421 (54%)
Grand Total		53,168,244	93,004,616	38,346,052	45,389,620

Source: [EV CPB Resources Overview](#) data as 14/09/2022

40. The Needs Based Plan budget stated in the original ICSP amounts to USD 53,168,244. However, the ICSP budget has been subsequently revised four times reaching a current total budget of USD 93,004,616 through the following Budget Revisions:
- **Budget Revision 1** (July 2020), augmenting the budget to **USD 56,487,435** with the aim of allowing WFP to urgently scale-up its crisis response under SO2 in view of the socio-economic challenges posed by the COVID-19 pandemic. Under this budget revision, WFP prioritized life-saving assistance and support to the Government's social protection programmes. Also, the beneficiary caseload under SO2 increased from 15,000 to 300,000 beneficiaries.
 - **Budget Revision 2** (February 2021), increasing the budget to **USD 61,365,773 and introducing Strategic outcome number 6** "Humanitarian and government partners have access to reliable transport and logistics services during crisis" and two additional activities to allow WFP to provide transport and logistics services in support to the Government of Guinea and humanitarian partners responding to the 2021 Ebola Virus Disease (EVD) outbreak and in future crises where WFP will be called upon to support emergency responses.
 - **Budget Revision 3** (June 2021) increasing the budget to **USD 77,890,533**. Through this BR, WFP introduced technical adjustments under strategic outcome 2, to allow for the response to EVD, and expanded the resilience portfolio under strategic outcome 4.
 - **Budget Revision 4:** (March 2022), increasing the budget to **USD 93,004,616 and extending the CSP duration from July 1, 2022, to June 30, 2023**, to allow for adequate alignment with the UNDAF. This also allowed to reflect several adjustments under strategic outcomes 1, 2, 3, 4 and 6 to expand Direct Support Cost (DSC) by increasing the budget ceiling and to reflect the supply chain matrix actual costs.

41. The latest data available show that, as of September 2022, the Guinea ICSP (2019 – 2023) has been funded at 50,56%. As shown in the figure below, the major funding sources come from (i) European Commission (20%) followed by (ii) Flexible Funding³⁷ (17%) (iii) Japan (16%) (iv) the UN Peacebuilding Fund (5%) and China (4%). Looking at the budget allocation, the bulk of the CSP resources have been budgeted under SO 2 (30%) followed by SO 1 (22%), SO 4 (13%), SO 3 (11%) SO 6 (9%) and SO 5 (61%).

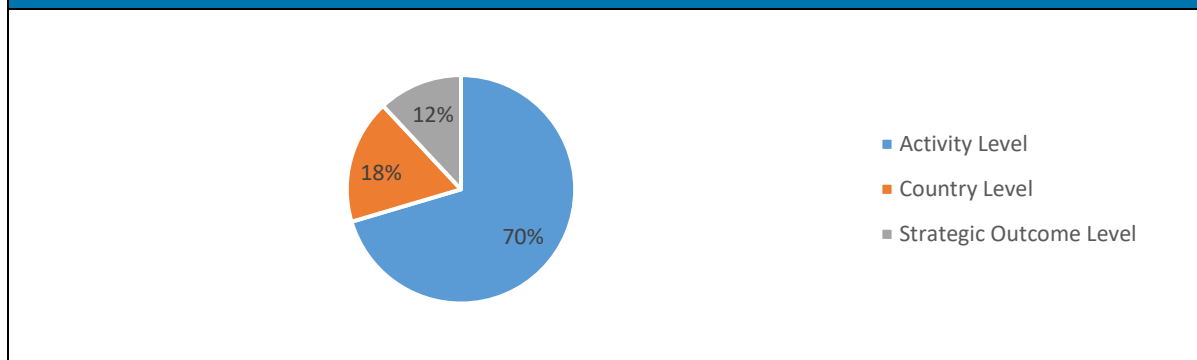
Figure 7: Guinea ICSP 2019 – 2023: Overview of the main funding sources



Source: Factory, data extracted on 14/09/2022

42. Overall, 70% of confirmed donor contributions are allocated by activity level, followed by 18% at country level and 12% at strategic outcome level.

Figure 8: Guinea CPB (2019-2023): directed multilateral contributions³⁸ by earmarking level



Source: WFP FACTory, Distribution Contribution and Forecast Stats - data extracted on 12/09/2022

Staffing

43. As of September 2022, the WFP Guinea Country Office had a total of 110 employees, of which 31% female and 69% male. Most staff hold long term contracts (75%) with a limited number of staff holding short term contracts (25%). In terms of nationality, most staff are national staff (95%) while the rest are hired under international contracts (5%).

³⁷ Flexible Funding are contributions for which WFP determines the country programme or WFP activities in which the contribution will be used and how it will be used, and for which the donor will accept reports submitted to the Board as sufficient to meet the requirements of the donor.

³⁸ Directed Multilateral Contributions (also known as “earmarked” contributions) refer to those funds, which donors request WFP to direct to a specific Country/ies SO/s, or activity/ies

3.2. SCOPE OF THE EVALUATION

44. The evaluation will cover all of WFP activities (including cross-cutting results) for the period 2018- end 2022, covering both the t-ICSP and current Interim CSP. There are several reasons for including the t-ICSP: Firstly, it will enable the evaluation to assess key changes in the approach since moving from project-based to country strategy planning. Secondly, it will allow for a more meaningful analysis of performance trends over a relatively long period (5 years). Thirdly, the assessment of the whole period since the last country portfolio evaluation (covering 2013-2017) will strengthen the basis for accountability. Within this timeframe, the evaluation will look at how the country strategic plan builds on or departs from the previous activities and assess if the envisaged strategic shift has taken place and, if so, what the consequences are.
45. The main unit of analysis is the current CSP, understood as the set of strategic outcomes, outputs, activities, and inputs that were included in the country strategic plan document approved by the WFP Executive Board (EB), as well as any subsequent approved budget revisions.
46. The evaluation will focus on assessing WFP contributions to country strategic plan strategic outcomes, establishing plausible relations between the outputs of WFP activities, the implementation process, the operational environment, and the changes observed at the outcome level, including any unintended consequences, positive or negative. In so doing, the evaluation will also analyse the WFP partnership strategy, including WFP strategic positioning in complex, dynamic contexts, particularly as relates to relations with national governments and the international community.
47. The evaluation scope will include an assessment of how relevant and effective WFP was in responding to the COVID-19 crisis in the country. It will also consider how substantive and budget revisions and adaptations of WFP interventions in response to the crisis have affected other interventions planned under the country strategic plan.

4. Evaluation approach, methodology and ethical considerations

4.1. EVALUATION QUESTIONS AND CRITERIA

48. The evaluation will address four main questions common to all WFP CSPs. Within this framework, the evaluation team may further develop and tailor the sub-questions as relevant and appropriate to the country strategic plan and country context.

EQ1 – To what extent is the CSP evidence based and strategically focused to address the needs of the most vulnerable?	
1.1	To what extent was the CSP informed by existing evidence on the hunger challenges, the food security and nutrition issues prevailing in the country to ensure its relevance at design stage?
1.2	To what extent is the CSP aligned to national policies and plans and to the SDGs?
1.3	To what extent is the CSP coherent and aligned with the wider UN and includes appropriate strategic partnerships based on the comparative advantage of WFP in the country?
1.4	To what extent is the CSP design internally coherent and based on a clear theory of change articulating WFP role and contributions in a realistic manner and based on its comparative advantages as defined in the WFP strategic plan?
1.5	To what extent has WFP’s strategic positioning remained relevant throughout the implementation of the CSP considering changing context, national capacities and needs? – in particular in response to the COVID-19 pandemic and the global food security crisis?
EQ2 – What is the extent and quality of WFP’s specific contribution to country strategic plan strategic outcomes and the UNDAF in Guinea?	
2.1	To what extent did WFP activities and outputs contribute to the expected outcomes of the CSP and to the UNDAF? Were there any unintended outcomes, positive or negative?
2.2	To what extent did WFP contribute to achievement of cross-cutting aims (humanitarian principles, protection, accountability to affected populations, gender, equity and inclusion, environment, climate change and other issues as relevant)?
2.3	To what extent are the achievements of the CSP likely to be sustainable, in particular from a financial, social, institutional and environmental perspective?
2.4	To what extent did the CSP facilitate more strategic linkages between humanitarian action and development cooperation.

EQ3: To what extent has WFP used its resources efficiently in contributing to country strategic plan outputs and strategic outcomes?	
3.1	To what extent were outputs delivered within the intended timeframe?
3.2	To what extent does the depth and breadth of coverage ensure that the most vulnerable to food insecurity benefit from the programme?
3.3	To what extent were WFP's activities cost-efficient in delivery of its assistance?
3.4	To what extent were alternative, more cost-effective measures considered?
EQ4 – What are the factors that explain WFP performance and the extent to which it has made the strategic shift expected by the country strategic plan?	
4.1	To what extent has WFP been able to mobilize adequate, timely, predictable, and flexible resources to finance the CSP?
4.2	To what extent were the monitoring and reporting systems useful to track and demonstrate progress towards expected outcomes and to inform management decisions?
4.3	How did the partnerships and collaborations with other actors influence performance and results?
4.4	To what extent did the CO have appropriate Human Resources capacity to deliver on the CSP?
4.5	What are the other factors that can explain WFP performance and the extent to which it has made the strategic shift expected by the CSP?

49. The evaluation will adopt standard UNEG and OECD/DAC evaluation criteria, namely: relevance, efficiency, effectiveness, coherence and sustainability as well as connectedness and coverage. Moreover, it will give attention to assessing adherence to humanitarian principles, protection issues, Accountability to Affected Population and environmental impact in relation to WFP's activities, and on differential effects on men, women, girls, boys and other relevant socio-economic groups.
50. During the inception phase, the evaluation team in consultation with the Office of Evaluation will identify a limited number of other key learning themes, related to the main thrust of WFP activities, challenges or good practices in the country. These themes could be related to the key assumptions underpinning the logic of intervention of the country strategic plan and, as such, should be of special interest for learning purposes. The assumptions identified should be spelled out in the inception report and translated into specific lines of inquiry under the relevant evaluation questions and sub-questions.
51. At this ToR stage, the following learning themes have been tentatively identified:
- What are the root causes of diminishing funding availability for the Guinea CSP and how well did the Guinea CO address and adapt to resource limitations?
 - How did the performance of cooperating partners and government institutions contribute to the expected results and how successful was the Guinea CO in strengthening their capacity?
 - What are the conditions of sustaining WFP activities (in particular, continuation of good practices) after their hand over to national counterparts?
 - What were the effects of reduced Human Resources capacity on the CO's activities over the duration of the ICSP? (This will be covered under EQ4.4)
 - To what extent has the CO materialized its intent to move towards a stronger focus on resilience and a more comprehensive integrated resilience approach? What is the CO's capacity to deliver this kind of integrated programmes and what is the perceived scale-up potential?

4.2. EVALUATION APPROACH AND METHODOLOGY

52. The Agenda 2030 conveys the global commitment to end poverty, hunger and inequality, emphasizing the interconnected economic, social and environmental dimensions of sustainable development. This calls for a systemic approach to development policies and programme design and implementation, as well as for a systemic perspective in analysing development change. WFP assumed the conceptual perspective of the 2030 Agenda as the overarching framework of its Strategic Plan (2017-2021), with a focus on supporting countries to end hunger (SDG 2).

53. In so doing, it places emphasis on strengthening the humanitarian development nexus, which implies applying a development lens in humanitarian response and complementing humanitarian action with strengthening national institutional capacity.
54. To operationalize the above-mentioned systemic perspective, the CSPE will adopt a methodological design in which data collection and analysis is informed by a feedback loop combining a deductive approach, which starts from predefined analytical categories, with an inductive approach that leaves space for unforeseen issues or lines of inquiry that had not been identified at the inception stage. This in turn would eventually lead to capturing unintended outcomes of WFP operations, negative or positive.
55. In line with this approach, data should be collected using mixed methods, and data would come from both primary and secondary sources. Systematic data triangulation across different sources and methods should be carried out to validate findings and avoid bias in the evaluative judgement. Data collection techniques proposed for this CSPE include:
 - **Desk review:** Review of UNDAF (2018-2022) and other relevant documentation on the evolving country context over the evaluation period; WFP strategies, plans, monitoring data, risk register, annual reports, donor reports, evaluations, post distribution monitoring reports and outcome monitoring surveys, beneficiary feedback databases and other relevant documents; Government policies, strategies and reports; country strategies and reports from strategic partners, donors and cooperating partners; etc.
 - **Key informant interviews:** In-depth interviews with key informants, including WFP CO management and relevant staff including in the sub-offices; Government decision makers and technical staff at national and local level; UN, INGO and IFI representatives and technical staff; Managers and technical staff from cooperating partners; etc.
 - **Surveys:** The evaluation will conduct in-person surveys with affected populations. The sample will be stratified by gender to ensure adequate representation of women and men groups. Given the scope of the whole evaluation, the sample will not be representative of the target population, and the results would be interpreted as indicative findings. The evaluation team will devise the sample estimation strategy after the inception mission. Key estimation parameters will be the margin of error, target population size, and anticipated response rate. The targeted sample size would be about 500 participants.
 - **Focus group interviews:** The evaluation team will carry out focus group interviews with affected populations in different regions where WFP operates. Target groups will include women, people with disabilities and the extremely poor.
 - **Direct observation:** the evaluation team will visit all field-offices (one area office and four sub-offices) and a minimum of eight WFP distribution and intervention sites, covering an as diverse as possible range of WFP interventions and target population groups.
56. Other appropriate data collection techniques may be proposed by the evaluation team based on the evaluability assessment and data needs identified during the inception phase. Evaluation firms are encouraged to propose possible innovative data collection and analysis methods in their proposal.
57. During the inception phase, the evaluation team will be expected to develop a detailed methodological design, in line with the approach proposed in these terms of reference. The design will be presented in the inception report and informed by a thorough evaluability assessment. The latter should be based on desk review of key programming, monitoring and reporting documents and on some scoping interviews with the programme managers.
58. A key annex to the inception report will be an evaluation matrix that spells out for each evaluation sub-question the relevant lines of inquiry and indicators, with corresponding data sources and collection techniques (see template in Annex 10). The evaluation matrix will constitute the analytical framework of the evaluation. The key themes of interest of the evaluation should be adequately covered by specific lines of inquiry under the relevant evaluation sub-questions. The methodology should aim at data disaggregation by sex, age, nationality or ethnicity or other characteristics as relevant to, and feasible in, specific contexts. Moreover, the selection of informants and site visits should ensure to the extent possible that all voices are heard. In this connection, it will be very important at the design stage to

conduct a detailed and comprehensive stakeholder mapping and analysis to inform sampling of interviewees, survey participants and field visit sites.

59. This evaluation will be carried out in a gender-responsive manner. For gender to be successfully integrated into this evaluation it is essential to assess:
 - The quality of the gender analysis that was undertaken before the country strategic plan was designed.
 - Whether the results of the gender analysis were properly integrated into the country strategic plan implementation.
60. The gender dimensions may vary, depending on the nature of the country strategic plan outcomes and activities being evaluated. The CSPE team should apply the Office of Evaluation's Technical Note for Gender Integration in WFP Evaluations. The evaluation team is expected assess the gender marker levels for the country office. The inception report should incorporate gender in the evaluation design and operation plan, including gender-sensitive context analysis. Similarly, the final report should include gender-sensitive analysis, findings, results, factors, conclusions, and where appropriate, recommendations, and technical annex.

4.3. EVALUABILITY ASSESSMENT

Evaluability is the extent to which an activity or a programme can be evaluated in an independent, credible, and useful fashion. It necessitates that a policy, intervention or operation provides: (a) a clear description of the situation before or at its start that can be used as reference point to determine or measure change; (b) a clear statement of intended outcomes, i.e. the desired changes that should be observable once implementation is under way or completed; (c) a set of clearly defined and appropriate indicators with which to measure changes; and (d) a defined timeframe by which outcomes should be occurring. It also requires the evaluation to be relevant and timely to feed into important strategic and/or operational decisions. Independence is required to ensure an unbiased and impartial assessment of performance and challenges met, which is needed for accountability but also to base lessons learned as much as possible on what was really achieved (or not achieved).

61. During the inception phase, the evaluation team will be expected to perform an in-depth evaluability assessment and critically assess data availability, quality and gaps to inform its choice of evaluation methods. This will include an analysis of the results framework and related indicators to validate the pre-assessment made by the Office of Evaluation.
62. At this stage the following evaluability challenges have been identified:
 - With reference to data and indicators reporting, the ICSP logframe has been revised three times. The second version of the logframe introduced a new strategic outcome (SO 6) and its related output and outcome indicators, measuring the capacity of providing valuable logistics services for the government and other partners. The final version of the logframe introduced new output indicators under the strategic outcome 4.
 - Absence of credible counterfactuals (how the situation would have evolved without WFP intervention).
 - Access to the sites: due to the conditions of roads infrastructure towards some of the country's remote regions, field trips might be constrained. That said, air travel remains an option and air travel costs will need to be included in the proposal. Flight schedules will then need to be checked and field visits would need to align with that schedule.
 - The time frame covered by the evaluation (evaluation is conducted during the penultimate year of the ICSP which has implications for the completeness of results reporting and attainment of expected outcomes).

- As showed in Annex 5: Evaluability assessment, despite an average good level of reporting for each strategic outcome, there are some inconsistencies in terms of baselines, end year targets and follow up values for certain indicators. In particular, some of the outcome indicators listed in the logical framework have not been systematically reported on in the 2018, 2019, 2020 ACRs, and this may pose a challenge to a proper trend analysis. With reference to output indicators, some of the reported indicators in the 2018, 2019 and 2020 ACRs are missing target and actual performance values which may pose challenges to the comparability across indicators.
63. The evaluation team will review and assess these limitations and devise a method to mitigate them.
 64. There are several existing secondary evidence sources on which this CSPE can build. This includes but not limited to a recently conducted thematic evaluation on country capacity strengthening activities in Guinea³⁹ providing an accurate overview of the interactions between the CO and institutional stakeholders at the national level. In addition, towards the end of 2021, the CO commissioned a climate response analysis to assess the climate change risks, impacts and main implications for WFP work in the country. Finally, evaluation on WFP's response to the Ebola virus disease outbreak in the region is also available. Further sources include monitoring data available through WFP's Mobile Operational Data Acquisition (MoDa), baseline and endline reports, distribution reports from cooperating partners.
 65. A Universal Periodic Review (UPR) was conducted in 2020 and provides an overview of how data have been reported to monitor national progress on the protection of human rights⁴⁰.

4.4. ETHICAL CONSIDERATIONS

66. Evaluations must conform to WFP and United Nations Evaluation Group (UNEG) ethical standards and norms. Accordingly, the evaluation firm is responsible for safeguarding and ensuring ethics at all stages of the evaluation cycle. This includes, but is not limited to, ensuring informed consent, protecting privacy, confidentiality, and anonymity of participants, ensuring cultural sensitivity, respecting the autonomy of participants, ensuring fair recruitment of participants (including women and socially excluded groups) and ensuring that the evaluation results do no harm to participants or their communities.
67. The team and the evaluation manager will not have been involved in the design, implementation or monitoring of the WFP Guinea CSP, nor have any other potential or perceived conflicts of interest. All members of the evaluation team will abide by the [2020 UNEG Ethical Guidelines](#) and the [2014 Guidelines on Integrating Human Rights and Gender Equality in Evaluations](#). In addition to signing a pledge of ethical conduct in evaluation, the evaluation team will also commit to signing a Confidentiality, Internet and Data Security Statement.

4.5. QUALITY ASSURANCE

68. The WFP evaluation quality assurance system sets out processes with steps for quality assurance and templates for evaluation products based on quality checklists. Quality assurance will be systematically applied during this evaluation and relevant documents will be provided to the evaluation team. This quality assurance process does not interfere with the views or independence of the evaluation team but ensures that the report provides credible evidence and analysis in a clear and convincing way and draws its conclusions on that basis. The evaluation team will be required to ensure the quality of data (reliability, consistency, and accuracy) throughout the data collection, synthesis, analysis and reporting phases.
69. All evaluation deliverables (i.e., inception report and main evaluation report) must be subject to a thorough quality assurance review by the evaluation company in line with the WFP evaluation quality assurance system prior to submission of the deliverables to the Office of Evaluation. This includes reviewing the response-to-comments matrices and changes made to evaluation deliverables after OEV

³⁹ WFP Guinea, Évaluation thématique des activités de renforcement des capacités institutionnelles en Guinée - Juillet 2019 à juin 2021, 2022

⁴⁰ Republic of Guinea, *Universal Periodic Review, Third Cycle, 2020*

and stakeholder comments, and editorial review of evaluation reports. It is therefore essential that the evaluation company foresees sufficient resources and time for this quality assurance.

70. The Office of Evaluation will conduct its own quality assurance of all evaluation deliverables at two levels: the evaluation manager (QA1) and a senior evaluation officer (QA2). The Deputy Director of OEV must approve all evaluation deliverables. In case OEV staff need to invest more time and effort than acceptable to bring the deliverables up to the required standard within acceptable deadlines, this additional cost to OEV will be borne by the evaluation company and deducted from the final payment. A total of three rounds of comments between the QA1 and QA2 is deemed acceptable.
71. All final evaluation reports will be subjected to a post hoc quality assessment (PHQA) by an independent entity through a process that is managed by the Office of Evaluation. The overall PHQA results will be published on the WFP website alongside the final evaluation report.

5. Organization of the evaluation

5.1. PHASES AND DELIVERABLES

72. The evaluation is structured in five phases summarized in Table 5 below. The evaluation team will be involved in phases 2 to 5 of the CSPE. Annex 3 presents a more detailed timeline. The country office and regional bureau have been consulted on the timeframe to ensure good alignment with the country office planning and decision-making so that the evidence generated by the CSPE can be used effectively.

Main phases	Timeline (Key dates)	Tasks and deliverables
1.Preparation	November 2022 December 16, 2022	Final ToR and Summary ToR Firm selection & contract
2. Inception	January 2023 March 2023	HQ briefing and Inception mission Inception report
3. Data collection	April 2023	Evaluation mission, data collection and exit debriefing
4. Reporting	May-June 2023 July 2023 July 2023 October 2023 November 2023	Report drafting Comments process Stakeholder workshop Final evaluation report Summary evaluation report
5. Dissemination	June 2024	Management response and Executive Board presentation Wider dissemination

5.2. EVALUATION TEAM COMPOSITION

73. The CSPE will be conducted by a gender balanced team of two international consultants and two national consultants with relevant expertise. The selected evaluation firm is responsible for proposing a mix of evaluators with multi-lingual skills (fluency in French, English and relevant local languages) who can effectively cover the areas of evaluation. The team leader should have excellent synthesis and report writing skills in French. The evaluation team will have strong methodological competencies in designing feasible data capture and analysis as well as synthesis and reporting skills. In addition, the team members should have experience in humanitarian and development contexts and knowledge of the WFP food and technical assistance modalities.

Areas	Specific expertise required
Team Leadership	<ul style="list-style-type: none"> • Team management, coordination, planning, ability to resolve problems • Strong experience in evaluating design and implementation of strategic plans, organisational positioning, and partnerships • Strong experience with evaluations in West Africa and preferably in the Republic of Guinea • Relevant knowledge and experience, both in humanitarian and development contexts • Strong presentation skills and ability to deliver on time • Fluency and excellent writing skills in French. Proficiency in English is desired. • Prior experience in WFP evaluations is strongly preferred
Humanitarian assistance	<ul style="list-style-type: none"> • Unconditional transfers • Food security and nutrition information systems (including early warning and nutrition surveillance) • Inter-agency coordination and service/platforms provisions • Technical expertise in cash-based transfer programmes

Table 6: Summary of evaluation team and areas of expertise required	
Areas	Specific expertise required
School meals	Experience with evaluating school-based programmes (including Home-Grown School Feeding (HGSF))
Nutrition-specific intervention, policies, and systems	Experience with evaluation of interventions related to treatment and prevention of moderate acute malnutrition <u>as well as support to nutrition-related national processes and policies</u>
Smallholder farmer support	Technical expertise in <u>Food Assistance for Assets</u> , smallholder farmer support, farmer organisations, market access, food systems, natural resource management and sustainable land management, climate change adaptation <i>and climate-smart agriculture</i> , and a proven track record of evaluating such activities
Institutional capacity strengthening	Experience with evaluating institutional capacity strengthening activities in the areas of <u>public policies</u> , social safety nets, emergency preparedness and response/disaster risk management, school feeding programs, smallholders' productivity support, and national data and information systems
Research Assistance	Relevant understanding of evaluation and research and knowledge of food assistance, ability to provide qualitative and quantitative research support to evaluation teams, mobile phone survey design, analysis of M&E data, data cleaning and analysis; writing and presentation skills, proofreading, and note taking.
Quality assurance and editorial expertise	<ul style="list-style-type: none"> • Experience in evaluations in humanitarian and development operations • Experience in writing high quality, complex evaluation deliverables (detailed reports and summaries) • Experience in quality assurance of written technical reports and briefs
Other technical expertise needed in the team	<p>Additional <u>important</u> areas of expertise requested are:</p> <ul style="list-style-type: none"> • Humanitarian operations • Programme efficiency • Integrated resilience programming • Gender equality and empowerment of women • Humanitarian Principles and Protection • Accountability to Affected Populations <p><i>Note: all activities and modalities will have to be assessed for their efficiency and effectiveness and their approach to gender. For activities where there is emphasis on humanitarian actions, the extent to which humanitarian principles, protection and access are being applied in line with WFP corporate policies will be assessed.</i></p>

5.3. ROLES AND RESPONSIBILITIES

74. This evaluation is managed by the WFP Office of Evaluation. Emmanuel Hakizimfura has been appointed as evaluation manager (EM). The Research Analyst appointed for this evaluation is Silvia Pennazzi Catalani. Neither the evaluation manager nor the research analyst have worked on issues associated with the subject of evaluation. The evaluation manager is responsible for drafting the ToR; selecting and contracting the evaluation team; preparing and managing the budget; setting up the review group; organizing the team briefing and the in-country stakeholder workshop; supporting the preparation of the field mission; drafting the summary evaluation report; conducting the first-level quality assurance of the evaluation products and soliciting WFP stakeholders' feedback on draft products. The evaluation manager will be the main interlocutor between the team, represented by the team leader, and WFP counterparts to ensure a smooth implementation process. Michael Carbon, Senior Evaluation Officer, will provide second-level quality assurance. Anne-Claire Luzot, Deputy Director of Evaluation, will approve the final evaluation products and present the CSPE to the WFP Executive Board for consideration in June 2024.

75. An internal reference group composed of WFP staff at CO, regional bureau and headquarters levels selected in consultation with CO and RBD management, will be available for briefings and interviews, provide feedback during evaluation briefings, and review and comment on draft evaluation reports. The country office will facilitate the evaluation team's contacts with stakeholders in Guinea; provide logistic support during the fieldwork and organize an in-country stakeholder workshop. Mamady Adama CONDE and Amadou Tidiane DIALLO have been nominated the WFP country office focal points and will assist in communicating with the evaluation manager and CSPE team and set up meetings and coordinate field visits. To ensure the independence of the evaluation, WFP staff other than OEV staff will not be part of the evaluation team or participate in meetings and field visits where their presence could bias the responses of the stakeholders.

5.4. SECURITY CONSIDERATIONS

76. As an "independent supplier" of evaluation services to WFP, the contracted firm will be responsible for ensuring the security of the evaluation team, and for making adequate arrangements for evacuation for medical or insecurity reasons. However, to avoid any security incidents, the evaluation manager will ensure that the WFP country office registers the team members with the security officer on arrival in country and arranges a security briefing for them to gain an understanding of the security situation on the ground. The evaluation team must observe applicable United Nations Department of Safety and Security rules including taking security training (BSAFE & SSAFE) and attending in-country briefings.

5.5. COMMUNICATION

It is important that evaluation reports are accessible to a wide audience, as foreseen in the Evaluation Policy, to ensure the credibility of WFP – through transparent reporting – and the usefulness of evaluations. The dissemination strategy will be based on the stakeholder analysis and consider whom to disseminate to, whom to involve and it will also identify the users of the evaluation, duty bearers, implementers, beneficiaries, including gender perspectives.

77. All evaluation products will be in French, including the inception report and evaluation report. As part of the international standards for evaluation, WFP requires that all evaluations are made publicly available. Should translators be required for fieldwork, the evaluation firm will make arrangements and include the cost in the budget proposal. A communication and knowledge management plan (See Annex 9) will be refined by the evaluation manager in consultation with the evaluation team during the inception phase.
78. To support communication of evaluation results, the Evaluation Team is expected to take and collect pictures and other media (video and audio) in the field, respecting local customs, and to share those with OEV for use in communication products such as evaluation reports, briefs, presentations, and other means which can be used to disseminate evaluation findings, lessons and recommendations in an appropriate way to different audiences.
79. The evaluation report should be balanced and provide boxes that describes good practices and approaches and how they might have contributed to the attainment of results.
80. The summary evaluation report along with the management response to the evaluation recommendations will be presented to the WFP Executive Board in June 2024. The final evaluation report will be posted on the public WFP website and the Office of Evaluation will ensure dissemination of lessons through the annual evaluation report.

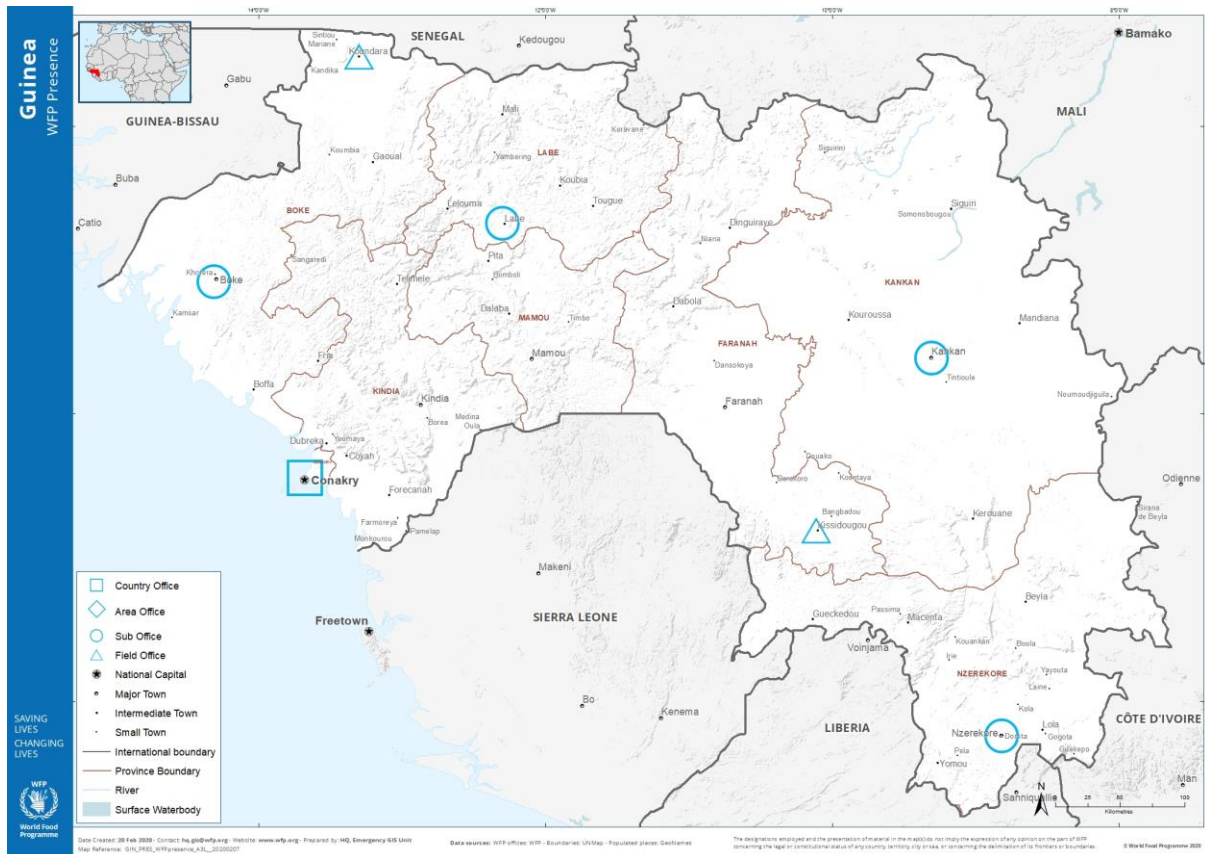
5.6. THE PROPOSAL

81. Proposals should build in sufficient flexibility to deal with possible risks e.g., COVID-19 restrictions or Ebola flare-up.

82. Following the technical and financial assessment, improvements could be requested by WFP to the preferred bid(s) to better respond to the TOR requirements. WFP may conduct reference checks and interviews with selected team members.
83. Considering the relatively small scale and complexity of the WFP Guinea portfolio and that a recent Decentralized Evaluation (DE) was conducted covering a large part of the CSP, we expect the cost of this evaluation to be significantly below the average cost of a CSPE.

Annexes

Annex 1: Guinea, Map with WFP Offices in 2022



Source: WFP GIS unit

Annex 2: Guinea Country Fact Sheet

		2017	2018	2019	2020	2021	Data source	Link
General								
1	Human Development Index (1)	0.47	0.47	0.48	0.47	0.47	UNDP Human Development Report - Data Center	UNDP - Data Center
2	Asylum-seekers (pending cases) (5)	108	1,578	1,980	3,543	253	UNHCR - Refugee Statistics	UNHCR - Refugee Statistics
3	Refugees (incl. refugee-like situations) (5)	5,156	4,294	4,964	6,029	5,741	UNHCR - Refugee Statistics	UNHCR - Refugee Statistics
4	Internally displaced persons (IDPs) (5)	-	-	-	-	-	UNHCR - Refugee Statistics	UNHCR - Refugee Statistics
5	Others of concern (5)	-	-	-	-	220	UNHCR - Refugee Statistics	UNHCR - Refugee Statistics
Demography								
6	Population total (millions) (2)	12,067,516	12,414,292	12,771,246	13,132,792	13,497,237	World Bank	World Bank Data
7	Population, female (% of total population) (2)	51.92	51.82	51.72	51.62	51.53	World Bank	World Bank Data
8	% of urban population (1)	35.80	36.10	36.50	36.88	37.26	UNDP Human Development Report - Data Center	UNDP - Data Center
9	Total population by age (0-4) (millions) (6)	1.9 (2011-2020)				-	UNSD	UNSD — Demographic and Social Statistics
10	Total population by age (5-9) (millions) (6)	2.1 (2011-2020)				-	UNSD	UNSD — Demographic and Social Statistics
11	Total population by age (10-14) (millions) (6)	1.6 (2011-2020)				-	UNSD	UNSD — Demographic and Social Statistics
12	Total Fertility rate, per women (2)	4.78	4.70	4.63	4.55	-	World Bank	World Bank Data
13	Adolescent birth rate (per 1000 females aged between 15-19 years) (8)	-	-	-	-	-	WHO	Indicators index (who.int)

Economy								
14	GDP per capita (current USD) (2)	855.58	955.11	1,058.14	1,194.04	1,174.40	World Bank	World Bank Data
15	Income Gini Coefficient (1)	33.7 (2010-2018)		29.6 (2018-2021)			UNDP Human Development Report - Data Center	UNDP - Data Center
16	Foreign direct investment net inflows (% of GDP) (2)	5.59	2.98	0.33	1.24	-	World Bank	World Bank Data
17	Net official development assistance received (% of GNI) (4)	4.59	5.16	4.53	5.00	-	OECD/DAC	Aid at a glance charts - OECD
18	SDG 17: Volume of remittances as a proportion of total GDP (percent) (9)	0.43	0.26	-	-	-	SDG Country Profile	SDG Country Profiles (unstatshub.org)
19	Agriculture, forestry, and fishing, value added (% of GDP) (2)	20.53	22.33	24.19	23.67	25.50	World Bank	World Bank Data
Poverty								
20	Population vulnerable to/near multidimensional poverty (%) (1)	16.4 (2015-2020)				-	UNDP Human Development Report - Data Center	UNDP - Data Center
21	Population in severe multidimensional poverty (%) (1)	43.5 (2015-2020)				-	UNDP Human Development Report - Data Center	UNDP - Data Center
Health								
22	Maternal Mortality ratio (per 100,000 live births) (3)	576 (2017)					UNICEF Data	Maternal mortality rates and statistics - UNICEF DATA
23	Healthy life expectancy at birth (total years) (8)	-	-	53.32	-	-	WHO	Indicators index (who.int)
24	Prevalence of HIV, total (% of population ages 15-49) (2)	1.50	1.50	1.40	1.40	-	World Bank	World Bank Data
25	Current health expenditure (% of GDP) (2)	3.91	3.64	3.98	-	-	World Bank	World Bank Data
Gender								
26	Gender Inequality Index (rank) (1)	-	-	-	-	157	UNDP Human Development Report - Data Center	UNDP - Data Center
27	Proportion of seats held by women in national parliaments (%) (2)	21.93	21.93	22.81	16.67	-	World Bank	World Bank Data

28	Labor force participation rate, female (% of female population ages 15+) (modeled ILO estimate) (2)	63.70	63.86	64.01	61.49	62.06	World Bank	World Bank Data
29	Employment in agriculture, female (% of female employment) (modeled ILO estimate) (2)	63.58	62.67	61.80	-	-	World Bank	World Bank Data
Nutrition								
30	Prevalence of moderate or severe food insecurity in the total population (%) (7)	74.10	74.10	73.30	-	-	FAO	FAOSTAT
31	Weight-for-height (Wasting - moderate and severe), (0-4 years of age) (%) (3)	9 (2014-2020)				-	UNICEF SOW 2021	The State of the World's Children UNICEF
32	Height-for-age (Stunting - moderate and severe), (0-4 years of age) all children (%) (3)	32 (2013-2018)			29.00	-	UNICEF SOW 2019 and 2021	The State of the World's Children UNICEF
33	Weight-for-height (Overweight - moderate and severe), (0-4 years of age) (%) (3)	4 (2013-2018)			6.00	-	UNICEF SOW 2019 and 2021	The State of the World's Children UNICEF
34	Mortality rate, under-5 (per 1,000 live births) (2)	102.60	100.40	98.00	95.60	-	World Bank	World Bank Data
Education								
35	Adult literacy rate (% ages 15 and older) (10)		39.62	-	-	45.33	UNESCO UIS	sdg4-data.uis.unesco.org
36	Population with at least secondary education (% ages 25 and older) (1)	11.70	11.70	11.80	-	-	UNDP Human Development Report - Data Center	UNDP - Data Center
37	Current education expenditure, total (% of total expenditure in public institutions) (2)	87.67	87.63	97.97	98.62	-	World Bank	World Bank Data
38	School enrollment, primary (% gross) (2)	-	-	-	100.79	-	World Bank	World Bank Data
39	Attendance in early childhood education - female (%) (3)	9.4 (2013-2021)					UNICEF Data	Early childhood education - UNICEF DATA
40	Gender parity index, secondary education (2)	-	-	-	-	-	World Bank	World Bank Data

(1) UNDP Human Development Reports. Data Center; (2) World Bank. Open Data; (3) UNICEF; (4) OECD/DAC; (5) UNHCR; (6) United Nations Statistics Division; (7) FAOSTAT; (8) WHO; (9) SDG Country Profile; (10) UNESCO Institute for Statistics

		2017	2018	2019	2020	2021	Data source	Link
General								
1	Human Development Index (1)	0.47	0.47	0.48	0.47	0.47	UNDP Human Development Report - Data Center	UNDP - Data Center
2	Asylum-seekers (pending cases) (5)	108	1,578	1,980	3,543	253	UNHCR - Refugee Statistics	UNHCR - Refugee Statistics
3	Refugees (incl. refugee-like situations) (5)	5,156	4,294	4,964	6,029	5,741	UNHCR - Refugee Statistics	UNHCR - Refugee Statistics
4	Internally displaced persons (IDPs) (5)	-	-	-	-	-	UNHCR - Refugee Statistics	UNHCR - Refugee Statistics
5	Others of concern (5)	-	-	-	-	220	UNHCR - Refugee Statistics	UNHCR - Refugee Statistics
Demography								
6	Population total (millions) (2)	12,067,516	12,414,292	12,771,246	13,132,792	13,497,237	World Bank	World Bank Data
7	Population, female (% of total population) (2)	51.92	51.82	51.72	51.62	51.53	World Bank	World Bank Data
8	% of urban population (1)	35.80	36.10	36.50	36.88	37.26	UNDP Human Development Report - Data Center	UNDP - Data Center
9	Total population by age (0-4) (millions) (6)	1.9 (2011-2020)				-	UNSD	UNSD — Demographic and Social Statistics
10	Total population by age (5-9) (millions) (6)	2.1 (2011-2020)				-	UNSD	UNSD — Demographic and Social Statistics
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Health								
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(1) UNDP Human Development Reports. Data Center; (2) World Bank. Open Data; (3) UNICEF; (4) OECD/DAC; (5) UNHCR; (6) United Nations Statistics Division; (7) FAOSTAT; (8) WHO; (9) SDG Country Profile; (10) UNESCO Institute for Statistics

Annex 3: Timeline

Phase 1 – Preparation			
	Draft ToR submitted for QA2 review	EM	23 Sep
	QA2 review window followed by EM adjustments to the draft ToR	QA2+EM	5 October
	QA2 approval to share revised draft with DDoE	QA2	5 Oct
	DDoE review window on the ToR draft	DDoE	6-12 October
	EM changes to address DDoE comments received followed by	EM	14 October
	QA2 final review & clearance of draft ToR	QA2	19 October
	Circulate draft ToR for comments to CO and to LTA firms	DDoE	20 October
	Deadline to receive CO comments	CO	3 November
	Final TORs shared with CO and LTAs		8 November
	Deadline for LTA proposals	LTA	15 November
	Review of LTAs proposal - may include interviews with proposed Team Leaders	EM+RA+QA2	25 November
	Draft decision memo submitted to QA2 for review	QA2	29 Nov
	Revised Decision Memo (reflecting QA2 comments) submitted to DDoE	EM	30 Nov
	DDoE approval of final ToR – posted on the internet and intranet for information and shared with WFP stakeholders	DDoE	30 Nov
	DDoE approval of the Decision Memo and submission to Procurement	DDoE	2 Dec
	Contracting evaluation team/firm (PO issued)	Procurement / Admin	16 Dec
Phase – - Inception			
	Team preparation, literature review prior to HQ briefing	Team	Starting 3 Jan
	HQ & RB Inception Briefing	EM & Team	11 Jan – 20 Jan
	Inception Briefings (country level)	EM + TL	22 Jan – 28 Jan
	Submit draft Inception Report (IR)	TL	29 Jan - 6 Feb
	<u>OEV 1st level QA in parallel with QA2 to assess minimum quality requirements of the draft are met – before proceeding with detailed QA rounds.</u>	EM+RA+ TL	7-10 Feb
	ET revisions and re-submission following QA from the evaluation firm	QA2 +EM+TL	10-16 Feb
	EM+QA2 check whether all comments have been adequately addressed before submitting to DDoE	EM+QA2	18 Feb
	DDoE window to review rev IR	DDoE	22-29 Feb
	ET revisions to address DDoE comments followed by EM+QA2 check	ET+EM+QA2	30 Feb– 4 March
	QA2 review to give clearance to share the draft IR with CO for comments	DDoE	4-10 March
	CO comment window on the draft IR	CO	10-19 March
	EM shares with ET collated matrix of comments received	EM+RA	20 March
	ET revisions to address CO comments	ET	21 March – 26 March

	EM+QA2 check whether CO comments have been adequately addressed – if not, an additional round of ET adjustments will be required	EM+QA2+RA	27 March
	QA2 final approval of the IR	QA2+ EM +ET	29 March
	EM circulates final IR to WFP key Stakeholders for their information + post a copy on intranet.	EM	31 March
Phase 3 – Data Collection, including Fieldwork			
	In country Data Collection	Team	5 April – 25 April
	Exit Debrief (ppt)	TL	29 April
	Preliminary Findings Debrief	Team	12 May
Phase 4 - Reporting			
Draft 0	Submit high quality draft report to OEV (after the company's quality check) (D0)	TL	20 May
	OEV 1 st level QA followed by ET revisions and re-submission	EM+RA+TL	1 June
Draft 1	OEV 2 nd level QA followed by ET revisions and re-submission	QA2+TL+EM	21 June
	DDoE window to review D1	DDoE	28 – 5 July
	ET adjustments to address DDoE comments received	ET	15 July
	EM+QA2 check whether DDoE comments have been adequately addressed	EM+ RA+ QA2	20 July
	EM seeks DDoE clearance to share draft ER for IRG feedback	EM+DDoE	21 July – 28 July
	OEV shares draft evaluation report with CO and IRG for feedback	EM/IRG	1-14 August
	Consolidates WFP comments and share with Team	EM	16 August
	Stakeholder workshop (Nairobi)	EM	18-23 August
Draft 2	Submit revised draft ER to OEV based on WFP's comments, with team's responses on the matrix of comments (D2)	ET	28 August
	OEV 1 st level QA followed by ET revisions and re-submission	EM+RA+TL	8 September
	OEV 2 nd level QA followed by ET revisions and re-submission	QA2+TL+EM	19 September
	DDoE window to review ER D2	DDoE	20-27 Sept
Draft 3	Submit final draft ER (D3) addressing DDoE comments	TL	1 Oct
	Review D3 (EM and QA2 parallel review)	EM+QA2	7 Oct
	Seek final approval by DDoE	DoE/DDoE	7-14 Oct
SER	Draft Summary Evaluation Report	EM	10 October
	SER QA2 review followed by EM adjustments to address QA2 comments	QA2	14 Oct
	Seek SER validation by TL	EM	15 Oct
	Seek DDoE clearance to send SER / DDoE comment window on the draft SER	DDoE	16-23 Oct
	EM revisions to the SER to address DDoE comments	EM	25 Oct
	DDoE clearance to share the draft SER with DoE	DDoE	30 Oct
	DoE review of final draft SER before circulating to WFP Executive Management	DoE	1-7 November
	OEV circulates SER to WFPs Executive Management for information upon clearance from OEV's Director	DDoE	7 Nov
Phase – - Executive Board (EB) and follow-up			
	Submit SER/recommendations to CPP for management response + SER to EB Secretariat for editing and translation	EM	18 Nov 2023
	Tail end actions, OEV websites posting etc.	EM	7 December 2024
	Presentation and discussion of SER at EB Round Table	DDoE & EM	May 2024
	Presentation of Summary Evaluation Report to the EB	DDoE	June 2024
	Presentation of management response to the EB	RD RBP	June 2024

Annex 4: Preliminary Stakeholder analysis

	Interest in the evaluation	Participation in the evaluation (indicate whether primary (have a direct interest in the evaluation) or secondary (have an indirect interest in the evaluation) stakeholder)	Who
Internal (WFP) stakeholders			
Country office	The CO is a primary stakeholder and is responsible for country level planning and implementation of the current ICSP and the T-ICSP. The CO has a direct stake in the evaluation and will be a primary user of its results in the development and implementation of the next CSP.	CO staff will be involved in planning, briefing, feedback sessions, as key informants will be interviewed during the main mission, and they will have an opportunity to review and comment on the draft ER, and management response to the CSPE.	Senior management, programme officers, logistics, Nutrition RAM, gender, protection and other units as relevant
WFP technical divisions	WFP technical units such as programme policy, EPR, school feeding, nutrition, gender, CBT, vulnerability analysis, performance monitoring and reporting, gender, capacity strengthening, resilience, disaster risk reduction, safety nets and social protection, partnerships, logistics and governance have an interest in lessons relevant to their mandates. They would use recommendations for the design or update WFP's strategies and policies.	The CSPE will seek information on WFP approaches, standards and success criteria from these units linked to main themes of the evaluation (extensively involved in initial virtual briefing of the evaluation team) with interest in improved reporting on results. As part of the IRG, they will have an opportunity to review and comment on the draft ER, and management response to the CSPE. They will brief the evaluation team during the inception phase and be interviewed as key informants during the main data collection phase. They will participate in the debriefing at the end of the evaluation mission and provide comments on the evaluation report. Selected RB and HQ staff might be interested in participating in the CSPE Workshop at the end of the evaluation process, to help shape the evaluation recommendations.	PRO – Programme, Humanitarian and Development, Country Capacity Strengthening, PRO – Field Support Services as represented in the IRG
WFP senior management	WFP Senior management is expected to have an interest in learning from the evaluation results because of the importance and uniqueness of the Guinea ICSP and activities as an enabler.	WFP Senior Management will have an opportunity to receive the SER for information and will provide a Management Response to the CSPE recommendations.	Members of the Oversight and Policy Committee (OPC)

WFP Executive Board	Accountability role, and an interest in potential wider lessons from evolving context of the Republic of Guinea and about WFP roles, strategy and performances.	Secondary stakeholder. Presentation of the evaluation results at the June 2024 session to inform Board members about the performance and results of WFP activities in Guinea.	Executive Board member delegates.
External stakeholders			
Affected communities: 1. Gender and age-disaggregated - recipients of unconditional food assistance through CBTs, and school feeding and take-home rations 2. People receiving food assistance in disaster affected areas 3. Vulnerable communities and smallholder farmers benefiting from Food Assistance for Assets (FFA) and Smallholder Agricultural Market Support (SAMS) programmes	As the ultimate recipients of food assistance, beneficiaries have a stake in WFP determining whether its assistance is relevant, appropriate, and effective.	They will be interviewed and consulted during the field missions. Special arrangements may have to be made to meet school children and teachers.	People reached by governments or partners with WFP support to improve their food security, people benefited from the strengthened capacity of the private sector, government and smallholder farmers
Government at central level	The Government of the Republic of Guinea has a direct interest in knowing whether WFP activities in the country are aligned with their priorities, and meet the expected results, as stipulated in the CSP. The government is responsible for co-ordination of humanitarian and development activities to which WFP contributes through UN country framework, and for oversight of WFP collaboration with ministries.	Interviews both policy and technical levels and feedback sessions.	The main government counterpart is the Ministry of Agriculture and Livestock. Other core ministries are the Ministry of Education and the Ministry of Health. Further central government counterparts are: The Ministry of Social Affairs, the Advancement of Women and Children's Affairs, National Institute of Statistics, Ministry of Territory and Decentralization, Ministry of Social Action and People Living with Disabilities, Agricultural Research Institute of Guinea, Higher Institute of Agronomy, Ministry of Cooperation and African Integration.
Government at decentralized level	Most WFP projects are implemented in different locations at decentralized level	Interviews both policy and technical levels and feedback sessions.	Direction Préfectorale de la Santé Kissidougou (DPS)

			<p>Direction Préfectorale de la Santé Labé (DPS) Direction Régionale de la Santé Boké (DRS) Direction Régionale de la Santé Faranah (DRS) Direction Régionale de la Santé Kankan (DRS) Direction Régionale de la Santé Labé (DRS) Direction Régionale de la Santé e N'Nzérékoré (DRS) Regional Councils</p>
UN country team	WFP partners with other UN agencies: WHO, UNICEF, FAO, IOM,	Interviews both policy and technical levels and feedback sessions.	WHO, UNICEF, FAO, IOM, World Bank, OHCHR, UNAIDS, UNFPA, IFAD
Donors	WFP activities are supported by several donors who have an interest in knowing whether their funds have been spent efficiently and if WFP's work is effective in alleviating food insecurity of the most vulnerable and contributed to their own strategies and programmes. WFP operations are voluntarily funded by several donors. They have an interest in knowing whether their funds have been spent efficiently.	Interviews both policy and technical levels and feedback sessions.	Canada, China, European Commission, Germany, Government of Guinea, Japan, Kingdom of Saudi Arabia, Norway, Republic of Korea, Russia, Switzerland, USAID, UN CERF.
NGOs and Cooperating Partners	WFP's cooperating partners in food assistance. They implement WFP programmes based on agreements between WFP and each agency.	Interviews both policy and technical levels and feedback sessions.	Plan International, and other local NGOs

Annex 5: Evaluability assessment

Table 1: Country Strategic Plan Guinea 2019-2023 logframe analysis ⁴¹				
Logframe version		Outcome indicators	Cross-cutting indicators	Output indicators
v 1.0	Total nr. of indicators	29	11	33
v 2.0	New indicators		-	3
	Discontinued indicators	1	-	-
	Total nr. of indicators	28	11	36
v 3	New indicators	3	11	2
	Discontinued indicators	-	-	-
	Total nr. of indicators	31	11	38
Total number of indicators that were included across all logframe versions		88	11	107




Table 2: Analysis of results reporting in Guinea annual country reports [2018-2021]				
		ACR 2019	ACR 2020	ACR 2021
Outcome indicators				
	Total number of indicators in applicable logframe	29	28	31
Baselines	Nr. of indicators with any baselines reported	17	23	25
	Total nr. of baselines reported	29	41	40
Year-end targets	Nr. of indicators with any year-end targets reported	17	23	26
	Total nr. of year-end targets reported	30	45	40
CSP-end targets	Nr. of indicators with any CSP-end targets reported	17	23	26
	Total nr. of CSP-end targets reported	31	30	40
Follow-up	Nr. of indicators with any follow-up values reported	17	17	26
	Total nr. of follow-up values reported	30	43	43
Cross-cutting indicators				
	Total number of indicators in applicable logframe	11	11	11
Baselines	Nr. of indicators with any baselines reported	6	9	17
	Total nr. of baselines reported	15	13	25
Year-end targets	Nr. of indicators with any year-end targets reported	7	9	17
	Total nr. of year-end targets reported	15	43	25
CSP-end targets	Nr. of indicators with any CSP-end targets reported	7	9	17
	Total nr. of CSP-end targets reported	15	13	25
Follow-up	Nr. of indicators with any follow-up values reported	7	23	17
	Total nr. of follow-up values reported	15	48	25

⁴¹The original logframe was revised 2 times, and it currently counts three versions. The second version of the logframe is related to the introduction of a new strategic outcome (SO 6) and its related 4 outcome indicators, while the third version of the logframe introduces three new indicators under strategic outcome 4. With reference to output indicators, version 2 introduces new indicators under strategic outcome 4 and version 3, while cross cutting indicators remain constant across all the logframe versions.

Output indicators				
	Total number of indicators in applicable logframe	33	36	38
Targets	Nr. of indicators with any targets reported	27	42	48
	Total nr. of targets reported	58	74	89
Actual values	Nr. of indicators with any actual values reported	35	44	53
	Total nr. of actual values reported	49	69	89

Annex 6: WFP Guinea presence in years pre-Interim Country Strategic Plan

		2015	2016	2017	2018
<i>Guinea relevant events</i>		EVD outbreak in the country	Re-insurgence of Ebola Outbreak in the country	Simultaneous outbreak of EVD in different locations	Simultaneous outbreak of EVD in different locations
WFP interventions	CP 2013 - 2017	Activity type: Onsite School Meals, Prevention of Acute Malnutrition, Treatment of Acute Malnutrition, Prevention of Chronic Malnutrition			
		Total requirements: USD 55,543,582			
	PRRO <i>Enhancing Food and Nutrition Security of vulnerable groups affected by shocks in the Forest Guinea region 2014 - 2015</i>	Activity type: Food Assistance for Assets Cash Transfers, Capacity Building Requirements: USD 5,391,926			
	Special Operation 20093, WFP Service Provision for Ebola Response (WFP Service Provision for Ebola Response Phase 3)		Activity type: Provision of logistics and capacity building support to the Government of Guinea to upscale the response to Ebola Requirements: USD 8,952,445		
T-ICSP 2018 - 2019				Activity type: School meals, capacity strengthening, cash-based transfers, provision of technical support to smallholder farmers Requirements: USD 15,141,683	

Outputs at country office level	Food distributed (MT) 	27,533	15,349	6,288	4205,9
	Cash distributed (USD) 		N/A	437,740	1,557,414
	Actual beneficiaries (number) 	1,678,114	488,406	364,316	204,529

WFP, SPA Archive, Standard Project Reports, data compiled on [19/09/2022]

Annex 7: Line of sight

84. This annex will only be included if line of sight is too large to fit in the body of the text (Section 3.1)

INTERIM COUNTRY STRATEGIC PLAN GUINEA (2019-2022)					
SR 1 : Everyone has access to food (SDG Target 2.1)		SR 2 – No one suffers from malnutrition (SDG Target 2.2)	SR 4 – Sustainable food systems (SDG Target 2.4)	SR 5 – Countries strengthened capacities (SDG Target 17.9)	SR 8 – Enhance global partnerships (SDG 17.16)
RESILIENCE BUILDING	CRISIS RESPONSE	ROOT CAUSES	RESILIENCE BUILDING	RESILIENCE BUILDING	CRISIS RESPONSE
<p>OUTCOME 1: Food-insecure populations, including pre- and primary school-aged children, in targeted areas have access to adequate and nutritious food all year round</p>	<p>OUTCOME 2: Crisis-affected populations in targeted areas are able to meet their basic food and nutrition needs during and in the aftermath of a crisis</p>	<p>OUTCOME 3: Nutritionally vulnerable populations including children, pregnant and lactating women and girls, people living with HIV or TB and receiving treatment, persons with disabilities and orphans in Guinea, have improved nutritional status by 2030</p>	<p>OUTCOME 4: Food insecure and climate-affected populations including smallholder farmers, youth and women in targeted areas have improved livelihood sources, more efficient and inclusive value chains by 2030.</p>	<p>OUTCOME 5: National institutions have enhanced capacities in the design and use of management systems for food security and nutrition, social protection and disaster risk by 2030</p>	<p>OUTCOME 6: Humanitarian and Government partners have access to reliable transport and logistics services during crises</p>
BUDGET SO 1: \$ 23 879 972	BUDGET SO 2: \$ 31 914 435	BUDGET SO 3: \$ 11 855 671	BUDGET SO 4: \$ 13 792 468	BUDGET SO 5: \$ 1 537 678	BUDGET SO 6: \$ 10 024 392
<p>OUTPUTS:</p> <ul style="list-style-type: none"> 1.1. Children attending pre- and primary school (Tier 1) receive timely and adequate nutritious meals, including locally sourced food, to meet their food and nutrition needs and support school attendance and retention (output category A1) (SDG4) 1.2. Girls attending primary school (Tier 1) receive take home entitlements to support school attendance and retention (output category A1) (SDG4) 1.3. Children attending pre- and primary school (Tier 3) benefit from enhanced capacities of relevant partners managing school feeding to meet their food needs (output category C) 	<p>OUTPUTS:</p> <ul style="list-style-type: none"> 2.1. Crisis-affected populations (Tier 1) receive timely and adequate food and nutrition assistance to meet their food and nutrition needs (output category A1) 2.2. Crisis-affected people (Tier 1) receive adequate transformative social and behavior change communication (SBCC) to improve nutrition-related practices (E) (SDG3) 2.3. Crisis-affected people (Tier 1) receive timely and adequate food and nutrition assistance for assets to meet their food needs while enhancing their livelihoods and resilience to shocks (output category D) 2.4. Crisis-affected malnourished populations (Tier 1) receive timely and adequate specialized nutritious food to prevent and treat malnutrition (output category B) 	<p>OUTPUTS:</p> <ul style="list-style-type: none"> 3.1. Malnourished people and populations at risk (Tier 1) receive timely and adequate specialized nutritious food to prevent and treat malnutrition (output category A2 & B) 3.2. Malnourished people and populations at risk (Tier 1) receive targeted SBCC to improve nutrition-related practices and prevent malnutrition (output category E) 3.3. Malnourished people and populations at risk (Tier 3) benefit from enhanced government and other partners' technical capacities to improve their nutritional status (output category C) 	<p>OUTPUTS:</p> <ul style="list-style-type: none"> 4.1. Targeted smallholder women and men farmers (Tier 1) receive technical support to preserve and restore assets and have access to financial services for improved livelihoods and strengthened climate-resilient food systems (output category C) 4.2. Targeted smallholder women and men farmers (Tier 1) receive technical support to improve food handling and processing and access market opportunities including in relation to school feeding /HGFSF (output category F) (SR3) and local food processors) 	<p>OUTPUTS:</p> <ul style="list-style-type: none"> 5.1. Food insecure and nutritionally vulnerable populations (Tier 3) benefit from strengthened capacities of government and partners to meet their food and nutrition needs and improve their livelihoods (output category C) 	<p>OUTPUTS:</p> <ul style="list-style-type: none"> 6.1. Affected populations (Tier 2) benefit from on demand services and expertise provided to humanitarian agencies and government partners for the timely delivery of humanitarian assistance (output category: H). 6.2. Affected populations (Tier 2) benefit from the humanitarian air services provided to national disaster management and humanitarian agencies and partners, for the safe transportation of humanitarian staff and stakeholders and the timely and effective delivery of humanitarian assistance (Output category: H)
<p>ACTIVITY 1:</p> <p>Provide nutritious school feeding to pre- and primary school children including take home rations for girls prioritizing local purchase and strengthening partners' capacities, including through social and behaviour change communication and nutrition-sensitive activities within the framework of HGFSF approaches. [Activity category 4: Food & CBT & CS]</p>	<p>ACTIVITY 2:</p> <p>Provide an integrated package of emergency food and nutrition assistance, that includes gender-responsive and gender /transformative social and behaviour change communication and livelihood support, for crisis-affected populations [Activity category 1: Food & CBT] <i>Additional crisis response activities may be added here if needed at time of emergency</i></p>	<p>ACTIVITY 3:</p> <p>Support beneficiaries equitably - women, men, girls and boys - through the provision of specialized nutritious food and integrated programmes including social and behaviour change communication and strengthen partner's capacities to prevent and treat malnutrition [Activity category 6: Food & CBT & CS]</p>	<p>ACTIVITY 4:</p> <p>Provide targeted groups with climate-resilient livelihood support that enables them to sustainably increase and diversify their role along the food value chain, strengthens their access to markets including school feeding and HGFSF interventions and improves food handling and processing [Activity category 7: CBT & CS]</p>	<p>ACTIVITY 5:</p> <p>Deliver capacity-strengthening support to national institutions and other partners including through South-South Cooperation in the design and use of systems for the management of social protection, emergency preparedness and response, disaster risk, post-harvest losses and supply chain for food security and nutrition objectives [Activity category 9: CS]</p>	<p>ACTIVITY 6:</p> <p>Provide Humanitarian Air Services (UNHAS) to government and other partners to facilitate access to areas of humanitarian interventions [Activity category 10: SD]</p> <p>ACTIVITY 7:</p> <p>Provide on-demand supply chain services to the Government, humanitarian and development partners [Activity category 10: SD]</p>
				TOTAL BUDGET: \$ 93 004 616	

Source: WFP SPA website

Annex 8: Key information on beneficiaries and transfers

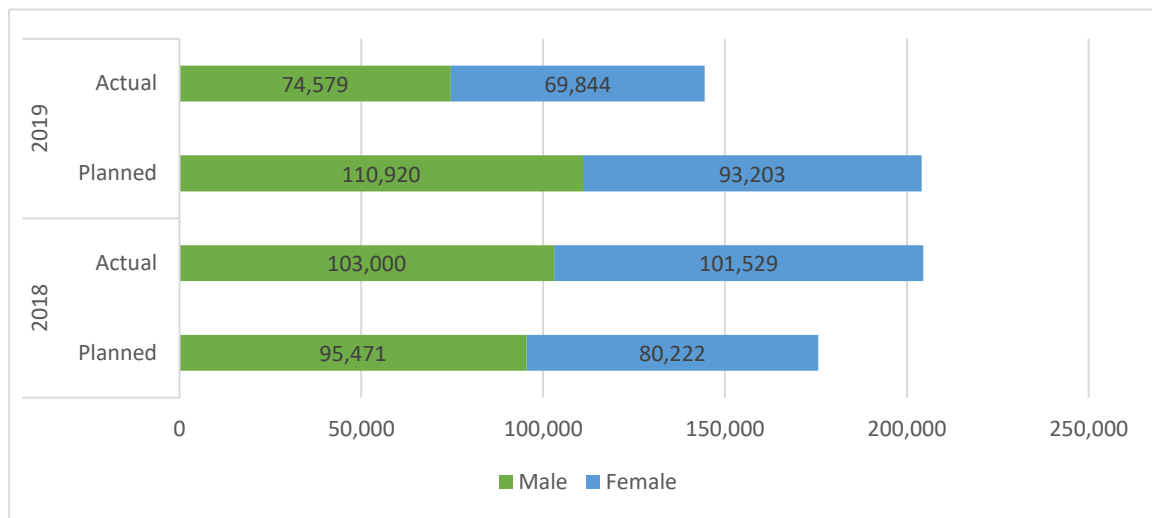
A) Transitional Interim Country Strategic Plan (2018 – 2019)

Table 1: Actual beneficiaries versus planned 2018 - 2019 by year, strategic outcome, activity category and gender

Strategic objective (SO)	Activity	Activity Tag	2018 Planned beneficiaries		2018 Actual Beneficiaries		2018 Actuals as a % of planned beneficiaries	2019 Planned beneficiaries		2019 Actual Beneficiaries		2019 Actuals as a % of planned beneficiaries
			F	M	F	M		Total	F	M	F	
1	Act 1	Prevention of acute malnutrition	0	0	0	0	no planned data					no planned data
		School feeding (on-site)	59353	72542	58655	71690	1.01	59353	72543	55971	68409	1.060
		School Feeding (take-home rations)	12155	0	45397	0	27%	12155	0	23942	0	51%
2	Act 5	HIV/TB Care&treatment	11271	8950	3503	2641	329%	11565	8656	1221	996	9.12
		Prevention of acute malnutrition			24710	23740	0%			436	534	0
		Treatment of moderate acute malnutrition	5122	3300	13356	3680	49%	5122	3300	10163	2667	66%
	Act 6	Prevention of acute malnutrition	1530	1470	1826	1754	84%	1530	1470	2054	1973	74%
3	Act 7	Food assistance for asset						15353	13078			no planned data

Source: COMET report CM-R020, data extracted on 13/09/2022

Actual versus planned beneficiaries by gender in Guinea, 2018 - 2019



Source: COMET report CM-R001b, data extracted on [14/09/2022]

Actual beneficiaries by transfer modality in Guinea, 2018, by strategic outcome						
Strategic outcome	Activity	Activity tag	Total number of beneficiaries receiving food in 2018	Actual vs planned beneficiaries receiving food	Total number of beneficiaries receiving CBT	Actual versus planned beneficiaries receiving CBT (in %)
SO 1	Activity 1	Prevention of acute malnutrition			28811	1.24
		School feeding (on-site)	130345	99%	-	-
		School Feeding (take-home rations)	45397	3.73	-	-
Total by SO (including overlaps)			175742	1.22	28811	124%
SO 2	Activity 5	HIV/TB Care&treatment	6144	30%	-	-
		Prevention of acute malnutrition	48450	no planned data	-	-
		Treatment of moderate acute malnutrition	17036	2.02	-	-
	Activity 6	Prevention of acute malnutrition	3580	1.19	-	-
Total by SO (including overlaps)			75210	2.38		
SO 3	Activity 7	Food Assistance for Assets	-	-	-	-
Total by SO (including overlaps)						
Grand Total			250952	1.43		

Source: COMET report CM-R002b, data extracted on [14/09/2022]

Actual beneficiaries by transfer modality in Guinea, 2019, by strategic outcome						
Strategic outcome	Activity	Activity tag	Total number of beneficiaries receiving food in 2019	Actual vs planned beneficiaries receiving food (in %)	Total number of beneficiaries receiving CBT	Actual versus planned beneficiaries receiving CBT (in %)
SO 1	Activity 1	Prevention of acute malnutrition	970	no planned data	-	-
		School feeding (on-site)	124380	94%	-	-
		School Feeding (take-home rations)	23942	1.97	-	-

Total by SO (including overlaps)			149292			
SO 2	Activity 5	HIV/TB Care & treatment	16017	56%	-	-
		Prevention of acute malnutrition			-	-
	Activity 6	Treatment of moderate acute malnutrition	4027	134%	-	-
		Prevention of acute malnutrition	970	no planned data	-	-
Total by SO (including overlaps)			21014			
SO 3	Activity 7	Food Assistance for Assets	-	-		
Grand Total						

Source: COMET report CM-R002b, data extracted on [14/09/2022]

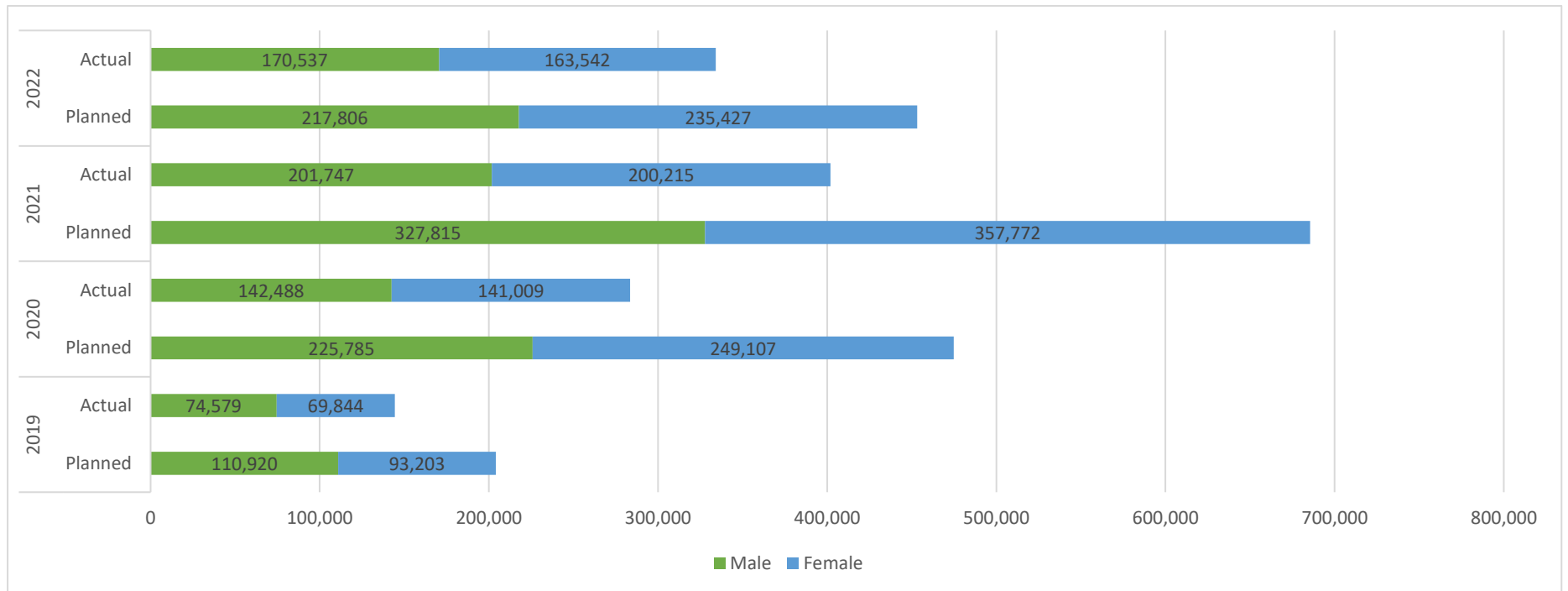
B) Interim Country Strategic Plan (2019 - 2023)

Table 1b: Actual beneficiaries versus planned 2019 - 2022 by year, strategic outcome, activity category and gender																
Strategic objective (SO)	Activity	Activity Tag	2019 Planned beneficiaries		2019 Actual Beneficiaries		2019 Actuals as a % of planned beneficiaries	2020 Planned beneficiaries		2020 Actual Beneficiaries		2020 Actuals as a % of planned beneficiaries	2021 Planned Beneficiaries		2021 Actual Beneficiaries	
			F	M	F	M	Total	F	M	F	M	F	M	F	M	
1	Act 1	Food assistance for asset	n.a.	n.a.	2925	2594	no planned data	n.a.	n.a.			no planned data	no planned data	no planned data	75525	92176
		School feeding (alternative take-home rations)	n.a.	n.a.			no planned data	n.a.	n.a.	62694	76626	no planned data	no planned data	no planned data	19554	92176
		School feeding (on-site)	n.a.	n.a.	58013	70885	no planned data	n.a.	n.a.	67256	82061	no planned data	no planned data	no planned data		0
		School feeding (take-home rations)	n.a.	n.a.		17892	no planned data	n.a.	n.a.	42126	1583	no planned data	no planned data	no planned data		
2	Act 2	Emergency preparedness activities	n.a.	n.a.	1500	1500	no planned data	n.a.	n.a.	38132	38133	no planned data	no planned data	no planned data		86874
		General Distribution	n.a.	n.a.			no planned data	n.a.	n.a.			no planned data	no planned data	no planned data	83466	
3	Act 3	HIV/TB Care&treatment	n.a.	n.a.	5927	4451	no planned data	n.a.	n.a.	11622	8784	no planned data	no planned data	no planned data	7840	6055
		Prevention of acute malnutrition	n.a.	n.a.	906	870	no planned data	n.a.	n.a.	906	870	no planned data	no planned data	no planned data	12260	4218
		Prevention of stunting	n.a.	n.a.			no planned data	n.a.	n.a.	0	1291	no planned data	no planned data	no planned data	333	319

		TB Care & treatment	n.a.	n.a.			no planned data	n.a.	n.a.	0	0	no planned data	no planned data	no planned data		
		Treatment of moderate acute malnutrition	n.a.	n.a.	2181	1596	no planned data	n.a.	n.a.	18830	8681	no planned data	no planned data	no planned data	13420	4437
4	Act 4	Food assistance for asset	n.a.	n.a.			no planned data	n.a.	n.a.			no planned data	no planned data	no planned data	31869	33171
		Smallholder agricultural market support activities	n.a.	n.a.			no planned data	n.a.	n.a.	2357	2007	no planned data	no planned data	no planned data		

Source: COMET report CM-R020, data extracted on 13/09/2022

Figure 6: Actual versus planned beneficiaries by gender in Guinea, 2019 - 2022



Source: COMET report CM-R001b, data extracted on [14/09/2022] data for 2022 might be preliminary

Annex 9: Communication and Knowledge Management plan

Phase Evaluation stage	What Communication product	Which Target audience	How & where Channels	Who Creator lead	Who Creator support	When Publication draft	When Publication deadline
Preparation	Comms in ToR	<ul style="list-style-type: none"> • Evaluation team 	<ul style="list-style-type: none"> • Email 	EM/ CM			
Preparation	Summary ToR and ToR	<ul style="list-style-type: none"> • WFP technical staff/programmers/practitioners • WFP country/regional office/local stakeholders 	<ul style="list-style-type: none"> • Email • WFPgo; WFP.org 	EM			
Inception	Inception report	<ul style="list-style-type: none"> • WFP technical staff/programmers/practitioners • WFP country/regional office/local stakeholders 	<ul style="list-style-type: none"> • Email • WFPgo 	EM			
Reporting	Exit debrief	<ul style="list-style-type: none"> • CO staff & stakeholders 	<ul style="list-style-type: none"> • PPT, meeting support 	EM/ET			
Reporting	Stakeholder workshop	<ul style="list-style-type: none"> • WFP technical staff/programmers/practitioners • WFP country/regional office/local stakeholders 	<ul style="list-style-type: none"> • Workshop, meeting • Piggyback on any CSP formulation workshop 	EM/ET	CM		
Dissemination	Summary evaluation report	<ul style="list-style-type: none"> • WFP EB/governance/management • WFP country/regional office/local stakeholders • WFP technical staff/programmers/practitioners • Donors/countries • Partners/civil society /peers/networks 	<ul style="list-style-type: none"> • Executive Board website (for SERs and MRs) 	EM/EB	CM		

Dissemination	Evaluation report	<ul style="list-style-type: none"> • WFP EB/governance/management • WFP country/regional office/local stakeholders • WFP technical staff/programmers/practitioners • Donors/countries • Partners/civil society /peers/networks 	<ul style="list-style-type: none"> • Email • Web and social media, KM channels (WFP.org, WFPgo, Twitter) • Evaluation network platforms (UNEG, ALNAP) • Newsflash 	EM	CM		
Dissemination	Management response	<ul style="list-style-type: none"> • WFP EB/governance/ management • WFP country/regional office/local stakeholders • WFP technical staff/programmers /practitioners • Donors/countries • Partners/civil society/peers/networks 	<ul style="list-style-type: none"> • Web (WFP.org, WFPgo) • KM channels 	EB	EM		
Dissemination	ED memorandum	<ul style="list-style-type: none"> • ED/WFP management 	<ul style="list-style-type: none"> • Email 	EM	DE		
Dissemination	Talking points/key messages	<ul style="list-style-type: none"> • WFP EB/governance/management • WFP technical staff/programmers /practitioners • Donors/countries 	<ul style="list-style-type: none"> • Presentation 	EM	CM		
Dissemination	PowerPoint presentation	<ul style="list-style-type: none"> • WFP EB/governance/management • WFP technical staff/programmers /practitioners • Donors/countries 	<ul style="list-style-type: none"> • Presentation 	EM	CM		
Dissemination	Report communication	<ul style="list-style-type: none"> • Oversight and Policy Committee (OPC) • Division Directors, country offices and evaluation specific stakeholders 	<ul style="list-style-type: none"> • Email 	EM	DE		
Dissemination	Newsflash	<ul style="list-style-type: none"> • WFP EB/governance/ management • WFP country/regional office/local stakeholders • WFP technical staff/programmers /practitioners • Donors/countries • Partners/civil society /peers/networks 	<ul style="list-style-type: none"> • Email 	CM	EM		

Dissemination	Business cards	<ul style="list-style-type: none"> • Evaluation community • Partners/civil society /peers/networks 	<ul style="list-style-type: none"> • Cards 	CM			
Dissemination	Brief	<ul style="list-style-type: none"> • WFP EB/governance/management • WFP country/regional office/local stakeholders • WFP technical staff/programmers /practitioners • Donors/countries • Partners/civil society /peers/networks 	<ul style="list-style-type: none"> • Web and social media, KM channels (WFP.org, WFPgo, Twitter) • Evaluation Networks (UNEG, ALNAP, EvalForward) 	EM	CM		
Dissemination	Presentations, piggybacking on relevant meetings	<ul style="list-style-type: none"> • WFP technical staff/programmers /practitioners • WFP country/regional office/local stakeholders • WFP staff 	Presentation	EM			
Dissemination	Info sessions/brown bags	<ul style="list-style-type: none"> • WFP country/regional office/local stakeholders • WFP technical staff/programmers/practitioners • WFP evaluation 	Presentation	EM			
Dissemination	Targeted 1-page briefs	<ul style="list-style-type: none"> • WFP Technical staff/programmers /practitioners • WFP governance/management • WFP country/regional office/local stakeholders 	<ul style="list-style-type: none"> • Presentations • Email • WFP webpages 	EM/CM			
Dissemination	Lessons learned feature	<ul style="list-style-type: none"> • WFP technical staff/programmers /practitioners • Partners/civil society /peers/networks 	<ul style="list-style-type: none"> • Web and social media channels (WFP.org, WFPgo, Twitter) • Evaluation Networks (UNEG, ALNAP, EvalForward) • Newsletter 	CM	EM		
Dissemination	Infographics & data visualisation	<ul style="list-style-type: none"> • Donors/countries • Partners/civil society /peers/networks • CAM/media 	<ul style="list-style-type: none"> • Web and social media, channels (WFP.org, WFPgo, Twitter) 	CM	EM		

		<ul style="list-style-type: none"> • General public 	<ul style="list-style-type: none"> • Evaluation Networks (UNEG, ALNAP, EvalForward) 				
Dissemination	Social media Twitter campaign	<ul style="list-style-type: none"> • Partners/civil society /peers/networks • CAM/media • General public 	<ul style="list-style-type: none"> • Social media (Twitter) 	CM	CAM		
Dissemination	Video presentation	<ul style="list-style-type: none"> • WFP country/regional office/local stakeholders • WFP technical staff/programmers /practitioners • Donors/countries • Partners/civil society /peers/networks • CAM/media • General public 	<ul style="list-style-type: none"> • Web and social media, channels (WFP.org, WFPgo, Twitter) • Evaluation Networks (UNEG, ALNAP, EvalForward) • Newsletter • Presentation 	EM/CM			
Dissemination	Blog	<ul style="list-style-type: none"> • Partners/civil society /peers/networks • CAM/media • General public 	<ul style="list-style-type: none"> • Web and social media, channels (WFP.org, WFPgo, Twitter) • Evaluation Networks (UNEG, ALNAP, EvalForward) • Newsletter 	EM	CM		
Dissemination	Digital report (Sway)	<ul style="list-style-type: none"> • Donors/countries • Partners/civil society /peers/networks • CAM/media • General public 	<ul style="list-style-type: none"> • Web and social media, channels (WFP.org, WFPgo, Twitter) • Evaluation Networks (UNEG, ALNAP, EvalForward) 	CM	EM		
Dissemination	Story pitch for local media	<ul style="list-style-type: none"> • WFP country/regional office • CAM/media • Affected populations 	<ul style="list-style-type: none"> • Email 	CM	CAM/CO		
Dissemination	Press release/news story for	<ul style="list-style-type: none"> • WFP country/regional office/local stakeholders • Donors/countries • General public • CAM/media 	<ul style="list-style-type: none"> • Web and social media channels (WFP.org, WFPgo, Twitter) • Local media channels 	CM	CAM/CO		

	regional/country office						
Dissemination	Poster/public announcement/cartoon/radio/drama/video	<ul style="list-style-type: none"> Affected populations WFP country/regional office/local stakeholders Donors/countries General public CAM/media 	<ul style="list-style-type: none"> Web and social media channels (WFP.org, WFPgo, Twitter) Local media channels 	EM/CM	CO		
Follow up	1 year later video/feature	<ul style="list-style-type: none"> Affected populations WFP country/regional office/local stakeholders Donors/countries WFP technical staff/programmers/practitioners General public CAM/media 	<ul style="list-style-type: none"> Web and social media channels (WFP.org, WFPgo, Twitter) Local media channels EvalForward 	EM/CM			
Follow up	Review of MR	<ul style="list-style-type: none"> WFP technical staff/programmers/practitioners WFP management 	<ul style="list-style-type: none"> Internal channels 	RMP	EM/CM		

KEY

Main content (mandatory)

Knowledge management products (optional)

Associated content (optional)

Annex 10: Approved Country Strategic Plan document

[Guinea interim country strategic plan \(2019–2023\) | World Food Programme \(wfp.org\)](#)

[Guinea Transitional ICSP \(January 2018 - June 2019\) | World Food Programme \(wfp.org\)](#)

Annex 11: Template for evaluation matrix

Lines of inquiry	Indicators	Data sources	Data collection techniques	Data analysis
Evaluation Question 1: To what extent is the CSP evidence based and strategically focused to address the needs of the most vulnerable?				
1.1 To what extent was the CSP informed by existing evidence on the hunger challenges, the food security and nutrition issues prevailing in the country to ensure its relevance at design stage?				
1.2 To what extent is the CSP aligned to national policies and plans and to the SDGs?				
1.3 To what extent is the CSP coherent and aligned with the wider UN and includes appropriate strategic partnerships based on the comparative advantage of WFP in the country?				
1.4 To what extent is the CSP design internally coherent and based on a clear theory of change articulating WFP role and contributions in a realistic manner and based on its comparative advantages as defined in the WFP strategic plan?				
1.5 To what extent has WFP's strategic positioning remained relevant throughout the implementation of the CSP considering changing context, national capacities and needs? – in particular in response to the COVID-19 pandemic and the global food crisis?				
Evaluation Question 2: What is the extent and quality of WFP's specific contribution to country strategic plan strategic outcomes and the UNDAF in the country?				
2.1 To what extent did WFP activities and outputs contribute to the expected outcomes of the CSP and to the UNDAF? Were there any unintended outcomes, positive or negative?				
2.2 To what extent did WFP contribute to achievement of cross-cutting aims (humanitarian principles, protection, accountability to affected populations, gender, equity and inclusion, environment, climate change and other issues as relevant)?				

Lines of inquiry	Indicators	Data sources	Data collection techniques	Data analysis
2.3 To what extent are the achievements of the CSP likely to be sustainable, in particular from a financial, social, institutional and environmental perspective?				
2.4 To what extent did the CSP facilitate more strategic linkages between humanitarian action, development cooperation and, where appropriate, contributions to peace?				
Evaluation Question 3: To what extent has WFP used its resources efficiently in contributing to country strategic plan outputs and strategic outcomes?				
3.1 To what extent were outputs delivered within the intended timeframe?				
3.2 To what extent does the depth and breadth of coverage ensure that the most vulnerable to food insecurity benefit from WFP activities?				
3.3 To what extent were WFP's activities cost-efficient in delivery of its assistance?				
3.4 To what extent were alternative, more cost-effective measures considered?				
Evaluation Question 4: What are the factors that explain WFP performance and the extent to which it has made the strategic shift expected by the country strategic plan?				
4.1 To what extent has WFP been able to mobilize adequate, timely, predictable, and flexible resources to finance the CSP?				
4.2 To what extent were the monitoring and reporting systems useful to track and demonstrate progress towards expected outcomes and to inform management decisions?				

Lines of inquiry	Indicators	Data sources	Data collection techniques	Data analysis
4.3 How did the partnerships and collaborations with other actors influence performance and results?				
4.4 To what extent did the CO have appropriate Human Resources capacity to deliver on the CSP?				
4.5 What are the other factors that can explain WFP performance and the extent to which it has made the strategic shift expected by the CSP?				

Annex 12: Terms of Reference for the Country Strategic Plan Evaluation's Internal Reference Group (IRG)

1. Background

The internal reference group (IRG) is an advisory group providing advice and feedback to the evaluation manager and the evaluation team at key moments during the evaluation process. It is established during the preparatory stage of the evaluation and is mandatory for all CSPEs.

2. Purpose and guiding principles of the IRG

The overall purpose of the IRG is to contribute to the credibility, utility and impartiality of the evaluation. For this purpose, its composition and role are guided by the following principles:

- **Transparency:** Keeping relevant stakeholders engaged and informed during key steps ensures transparency throughout the evaluation process
- **Ownership and use:** Stakeholders' participation enhances ownership of the evaluation process and products, which in turn may impact on its use
- **Accuracy:** Feedback from stakeholders at key steps of the preparatory, data collection and reporting phases contributes to accuracy of the facts and figures reported in the evaluation and of its analysis.

3. Roles

Members are expected to review and comment on evaluation deliverables and share relevant insights at key consultation points of the evaluation process.

The IRG's main role is as follows:

- Participate in face-to-face or virtual briefings to the evaluation team during the inception phase and/or evaluation phase
- Suggest key references and data sources in their area of expertise
- Participate in field debriefings (optional)
- Review and comment on the draft evaluation report and related annexes, with a particular focus on: a) factual errors and/or omissions that could invalidate the findings and change the conclusions; b) issues of political sensitivity that need to be refined in the way they are addressed or in the language used; and c) recommendations
- Participate in national stakeholder workshops to validate findings and discuss recommendations
- Provide guidance on suggested communications products to disseminate learning from the evaluation.

IRG members, particularly those nominated as country office evaluation focal points are responsible for gathering inputs to evaluation products from their colleagues.

4. Membership

The IRG is composed of selected WFP stakeholders from mainly country office and regional bureaux. IRG members should be carefully selected based on the types of activities being implemented at country level, the size of the country office and the staffing components at the regional bureau level. Selected headquarters staff may also be included in the IRG, depending on the CSPE context and the availability of expertise at the regional bureau level⁴² (Where no technical lead is in post at the regional bureau level, headquarters technical staff should be invited to the IRG).

The table below provides an overview of IRG composition that allows for flexibility to adapt to specific country activities. The IRG should not exceed 15 active members.

Country office	Regional bureau	Headquarters (optional as needed and relevant to country activities)
<ul style="list-style-type: none"> • Evaluation Focal Point (nominated by CD) • Head of Programme • Deputy Country Director(s) • Country Director (for smaller country offices) 	<p>Core members:</p> <ul style="list-style-type: none"> • Regional Supply Chain Officer • Senior Regional Programme Advisor • Regional Head of VAM • Regional Emergency Preparedness & Response Unit Officer • Regional Gender Adviser • Regional Humanitarian Adviser (or Protection Adviser) • Regional Monitoring Officer <p>Other possible complementary members as relevant to country activities:</p> <ul style="list-style-type: none"> • Senior Regional Nutrition Adviser • Regional School Feeding Officer • Regional Partnerships Officer • Regional Programme Officers (Cash-based transfers/social protection/resilience and livelihoods) • Regional HR Officer • Regional Risk Management Officer <p>Keep in copy: REO and RDD</p>	<ul style="list-style-type: none"> • Technical Assistance and Country Capacity Strengthening Service, OSZI • School Based Programmes, SBP • Protection and AAP, OSZP • Emergencies and Transition Unit, OSZPH. • Cash-Based Transfers, CBT. • Staff from Food Security, Logistics and Emergency Telecoms Global Clusters <p>A broader group of senior stakeholders should be kept informed at key points in the evaluation process, in line with OEV Communication Protocol Communication Protocol for CEs and DEs.docx (sharepoint.com)</p>

⁴² An example would be members from the Emergencies Operations Division where there is a level 2 or level 3 emergency response as a CSPE component. Or a HQ technical lead where there is an innovative programme being piloted.

5. Approach for engaging the IRG:

The Office of Evaluation Regional Unit Head will engage with regional bureau (DRD) ahead of time to prepare for the upcoming evaluation, and to agree on the types and level of engagement expected from IRG members.

While the IRG members are not formally required to provide feedback on the terms of reference (ToR), the Office of Evaluation Regional Unit the evaluation manager will consult with the regional programme advisor and the regional evaluation officer at an early stage of terms of reference drafting, particularly as relates to: a) temporal and thematic scope of the evaluation, including any strategic regional strategic issues; b) evaluability of the country strategic plan; c) the humanitarian situation; and d) key donors and other strategic partners.

Once the draft terms of reference are ready, the evaluation manager will prepare a communication to be sent from the Director of the Office of Evaluation to the Country Director, with a copy to the regional bureau, requesting comments on the terms of reference from the country office and proposing the composition of the IRG for transparency.

The final version of the CSPE terms of reference will be shared with the IRG for information. IRG members will be given the opportunity to share their views on the evaluation scope, evaluability, partnerships etc. during the inception phase. The final version of the inception report will also be shared with the IRG for information. As mentioned in Section 3 of this terms of reference, IRG members will also be invited to comment on the draft evaluation report and to participate in the national stakeholder workshop to validate findings and discuss recommendations.

Annex 13: Bibliography

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Annex 14: Acronyms

ACR	Annual Country Report
BR	Budget Revision
CO	Country Office
CSP	Country Strategic Plan
CSPE	Country Strategic Plan Evaluation
EB	Executive Board
EM	Evaluation Manager
GDP	Gross Domestic Product
ICSP	Interim Country Strategic Plan
IDMC	Internal Displaced Persons Monitoring Center
IFIs	International Financing Institutions
IMF	International Monetary Fund
ODA	Overall Development Assistance
OHCHR	Office of the High Commissioner for Human Rights
PHQA	Post Hoc Quality Assessment
PNDES	National Plan for Economic and Social Development
SO	Strategic Outcome
T-ICSP	Transitional Interim Country Strategic Plan
TOR	Terms of Reference
UNCT	United Nations Country Team
UNDAF	United Nations Development Assistance Framework
UNEG	United Nations Evaluation Group
UPR	Universal Periodic Review
WFP	World Food Programme

Office of Evaluation

World Food Programme

Via Cesare Giulio Viola 68/70

00148 Rome, Italy

T +39 06 65131 wfp.org