



# Terms of Reference

## For Consultants Team

To Conduct Baseline Studies for Indicators  
of the General and Specific Objectives of the  
CORAF/WE CARD Operational Plan

**REF:03/SE-CW/DP/2010**

February 2010

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7, Avenue Bourguiba, BP 48- cp18523- Dakar SENEGAL  
Tel 221 869 96 18 Fax 221 869 96 31  
[secoraf@coraf.org](mailto:secoraf@coraf.org) [www.coraf.org](http://www.coraf.org)

## **1. Background:**

In February 2006, key stakeholders closely involved with CORAF/WECARD activities agreed on the revision of the 1999-2010 Strategic Plan and to develop a new Strategic plan to respond to the Comprehensive African Agriculture Development Programme (CAADP) and the Framework for African Agricultural Programme (FAAP). It was also agreed to develop a two-phase Operational Plan to implement the Strategy. This CORAF/WECARD 2008-2013 Operational Plan is the outcome of extensive consultations involving diverse stakeholders representing the entirety of the West and Central African (WCA) national agricultural research systems. The Operational Plan uses the logical framework as a management and planning tool especially for its coherence with FAAP, CAADP, as well as the strategies and objectives of other sub regional organizations. CORAF/WECARD therefore seeks to contribute to the achievement of the CAADP objective of achieving a 6 percent annual agricultural productivity growth rate by 2015.

The Operational Plan is based on an Integrated Agricultural Research for Development (IAR4D) paradigm that is built on inter-sectoral and multi-level principles in priority setting, engaging the whole range of multiple stakeholders, ranging from policy-makers through development service providers to producers who are put at the centre of the research system. The entire strategy is operationalized through programme-based approach. Inbuilt mechanisms for monitoring and evaluation and accountability to ensure efficient functioning of programmes were put in place.

In order to ensure a successful implementation of the Operational Plan, a logical framework has been developed. This framework outlines target objectives that CORAF/WECARD is to achieve over a given period if certain key assumptions hold. The four results that CORAF/WECARD is expected to deliver are as follows:

- Appropriate technologies and innovations developed;
- Strategic decision-making options for policy, institutions and markets developed;
- Sub-regional agricultural research system strengthened and coordinated;
- Demand for agricultural knowledge from target clients facilitated and met.

Objectively verifiable indicators and means of verification have been well outlined in order to monitor progress of achievements at all levels of the logical framework. It is very necessary to establish an indicator monitoring device especially for those relating to the general and specific objectives.

## **2. Mission Objectives**

The objective of the mission is to establish a framework to monitor outcome and impact indicators of the operational plan and to document baseline data on these indicators.

## **3. Expected results**

Results expected from the study include the following:

1. Baseline information of impact and outcome indicators documented
2. Targets values of indicators established for the period of 2008-2013
3. The plan for monitoring of indicators with targets values developed.

#### **4. Mandate of the Consultant**

The tasks of the consultant will consist of the following:

- Collect primary and secondary data in the three agro ecological zones covered by CORAF/WECARD;
- Review the indicators recently identified in the Monitoring & Evaluation document strategy of CORAF/WECARD;
- Conduct the baseline study and document baseline data for impact and outcome indicators for CORAF/WECARD 2008-2013 Operational Plan;
- Establish for these indicators a matrix for their monitoring;
- From regional data, establish for each indicator, the baseline for 2008;
- Establish for these indicators target values for the period of 2008-2013.

#### **5. Methodology**

The methodology aims at establishing the 2008 baseline reference indicators based on aggregated data deriving, among others, from statistics and reports produced by the West and Central African regional and international organizations. To that effect, the consultant will exploit recent data deriving from the implementation process of the ECOWAS regional agricultural Policy (ECOWAP) through National Agricultural Investment Programmes (NAIP). These data could be, if necessary, completed by some coming from databases of RESAKKS, IFPRI, ASTI, FAO, UEMOA, CILSS or any other organization in the sub-region.

For the central Africa Zone in particular, this involves collecting data with the objective of completing and upgrading those that already exist at the level of CEEAC, CEMAC, CARBAP and other regional and national organizations working in this part of Africa. In addition, the Team of consultants needs to organize working missions in some of these countries to collect the necessary updated information.

Data to be collected should relate to the West and Central African sub-region priority commodities, particularly the following:

- Staple Crops : rice, maize, sorghum, millet, yam, cassava and plantain.
- Livestock: cattle-beef, milk and aviculture.
- Fishery and aquaculture: fish

Based on data collected, baseline data systems will be established in the countries representing the 3 agro-ecologic zones of CORAF/WECARD as follows:

- Sahelian Zone: Senegal, Burkina
- Coastal Zone : Ghana, Benin
- Central Africa Zone: Congo Brazzaville, Cameroon.

A matrix with target values for 2013 will be made for indicators especially those on impact. The use of modelling software for projection could be useful for this exercise.

#### **6. Profile of the team of consultants**

This study will be conducted by a team of 3 consultants, each of whom should have the following profile:

- be agro-economist/agronomist or related discipline but should have at least a ten years of pertinent practical experience in agricultural development;
- have a good experience in management and monitoring & evaluation of development programmes/projects.

- have an experience in forecasting and long term planning.
- have a mastery and be able to work in both English and French
- be available for the period of the mission
- A mastery of statistical tools will constitute an added advantage

The team leader will be the most experienced of the three consultants.

## 7. Duration of the mission

The mission will last **15 working days**. The period of the mission will be from **9 March to 9 April 2010**.

## 8. Obligations concerning reports

Within the context of his mission, the Consultant should provide CORAF/WECARD with the following standard reports:

- **An initial report, the week following the beginning of the mission.** This report should specify methodological approach, countries to visit, precise calendar of the mission, outline of the study report, stakeholders to meet and to contact by e-mail ...
- **A temporal report, the week following the end of the field visit mission.** This report should show all the results of the study;
- **A final report** which takes into account observations made at the end of the study.

The electronic versions of the reports drafted in English or in French language should be sent to the Executive Secretariat of CORAF/WECARD.

## 9. Remuneration

In accordance with the policy of CORAF/WECARD on remuneration for service providing, the Consultant will receive a remuneration corresponding to his experience level. The present work will be remunerated upon a **15 working days** basis. Modalities of payment to the Consultant will be specified in the service contract that will be signed between the Consultant and the Executive Director of CORAF/WECARD.

## 10. Submission of application dossier

The application dossier which comprises a **cover letter** and a **detailed CV** should be addressed to the Executive Director of CORAF/WECARD at 7, Avenue Bourguiba BP 48 Dakar-RP, Republic of Senegal or sent by e-mail to [secoraf@coraf.org](mailto:secoraf@coraf.org) by **February 28, 2010** at the latest.