



Project title	VETIVER FORWARD: DIGITAL INNOVATION FOR A FAIR AND SUSTAINABLE VALUE CHAIN
Reference no	HPI202307024 Vetiver
Country	Haiti

Terms of Reference

Short Term Consultant – Final Evaluation

Title	Short Term Consultant – Final Evaluation
Type of Appointment	Service Contract
Duration of the Assignment	TBD (around 1 month)
Eligible Service Providers	Firm or individual Consultant
Location	South department (Cayes, Port-Salut, Cavaillon) & Remote

TABLE DES MATIERES

Contents

.....	1
1. Presentation of Heifer International	3
2. Project details	3
3. Context	3
4. Logic of intervention:.....	4
5. Purpose and Objectives of the final evaluation	4
6. Audience for the final evaluation.....	5
7. Geographical coverage	5
8. The final evaluation process and Methodology	5
9. Final evaluation report:.....	6
10. Budget	7
11. Deliverables and payment:.....	7
12. Consultation timeline.....	7
13. Consultant profil	7

1. Presentation of Heifer International

Heifer International is an international development organization dedicated to improving food security and income opportunities for rural families while promoting sound stewardship of natural resources. As a private, non-governmental organization based in Little Rock, Arkansas, Heifer has created lasting change for farming households in over 125 countries across Latin America, Africa, Asia, and Eastern Europe for over 67 years. The Heifer International - Haiti has conducted livestock, agriculture, and environmental regeneration programs with resource-poor small-holder farming families since 1991. Its staff consists of local livestock specialists and agronomists with decades of experience developing integrated crop-livestock farming systems, with the support and backup of Heifer's accumulated best practices in sustainable animal husbandry and agricultural production around the world.

2. Project details

Executing agency: Heifer International Haiti

Main Donors: IDB, Heifer International Haiti, IFF, Caron

Duration: 3 years

3. Context

Vetiver forward is a partnership between IDB Lab and Heifer International Haiti, International Flavors and Fragrances and Perfumes Caron to promote inclusion and improve the position of smallholder farmers in the value chain. The expected outcome is higher incomes for vetiver farmers by facilitating access to high value markets, inputs, technical services, and business training.

The project will take a value chain approach by working with key actors along the chain including Unicode S.A. ("Unicode"), one of the three leading distillers in the country, and International Flavors and Fragrances ("IFF"), the third largest flavor and Fragrance Company in the world and one of the main buyers of Haitian vetiver. Together, the actors will promote direct access to markets for farmers, improve quality and productivity through technical assistance and extension services, improve climate-smart capacities for sustainable production, and focus on enhancing the quality and branding of Haitian vetiver so that it maintains its dominant position in global markets.

The main innovation of the project is the introduction of a digital supply chain management tool that will be used by vetiver cooperatives to manage and coordinate all aspects of their

operations. Each farmer participating in the program will receive an identification card with their photograph, unique identification number and a QR code to store their data and private information. The platform will be adapted to the needs of the cooperatives so that it integrates farm data, weather data, farm gate prices, harvesting projections, and delivery and pick up schedules to improve transparency and help farmers and cooperatives make better decisions.

The beneficiaries of this project will be 3,000 vetiver farmers and 6 cooperatives in the communities of Port-Salut, Cavaillon and Cayes in the South Department of Haiti.

4. Logic of intervention:

The central objective of this project is to improve incomes of small-scale vetiver farmers and increase the competitiveness and sustainability of the value chain. The expected outcome is higher incomes for vetiver farmers who are cooperative members by providing them with access to higher value markets, inputs, technical services, and business training.

Project Components

Component I: Increasing Farm Productivity and Sustainable Production

Component II: Using Data to Improve the Supply Chain Performance

Component III: Improving Market Standards Based on Quality and Origin of Haitian Vetiver

Component IV: Improving Governance along the Value Chain

The project is expected to achieve the following results by the end of the execution period:

- (i) 50% increase in agricultural income for producers implementing improved practices and agricultural diversification.
- (ii) 60% increase in annual sales of vetiver roots by cooperatives.
- (iii) increase from 40% to 70% in the proportion of harvested roots that are at least 12 months old.
- (iv) 1250 hectares of vetiver plots under sustainable production.
- (v) 3000 farmers adopting best practices outlined in the cahier de charge, including complying with standard measurements.

5. Purpose and Objectives of the final evaluation¹

The main purpose of the Vetiver Forward project's final evaluation is to assess the key achievements, outcomes and lessons learned of this project. In details, here are some of the objectives:

¹ Some other points to assess will be discussed with the hired firm (consultant) during the launch meeting

- Analyze the activities carried out in relation to the results pursued and describe the impacts, even minimal, on the beneficiaries.
- Identify our strengths and weaknesses in the implementation of project activities / Evaluate our methods and work strategies throughout the duration of the project cycle,
- Redirect us to areas where we have obtained the most significant results and gained expertise,
- Assess the vetiver cooperatives and the Federation capacities building efforts in terms of professionalism and organization efficiency,
- Assess efforts of the project with his partner Solutions S.A. to deploy digital solutions to optimize agricultural value chains (or to incorporate technology into the operations of small-scale producers,
- Key stakeholders' satisfaction with the performance of the project,
- Identify lessons learned and generate mutual learning opportunities.

6. Audience for the final evaluation

Vetiver producers (farmers), Cooperatives, project staffs, implementing partners (CASELI, Solutions SA)

7. Geographical coverage

Department	Communes	Communal Sections	Locality	COOP
South	Cavaillon	4e Flamands	Lamarche	COPVECA
South	Cayes	4e Laurent,	St-Hilaire	COPVES
South	Cayes	4e Laurent,	Manceau	COPLAVEM
South	Cayes	5e Mercy	Tricon	COPVET
South	Port-salut	2e Dumont	FABRE	COPVIAPS
South	Arniquet	1ere Lazarre	FAVETTE	COPVEPA

8. The final evaluation process and Methodology

Based on the information above on the project (component, logic of intervention, outcome indicators), the applicant will provide a methodological approach to conduct this final evaluation. This approach will be discussed, reviewed as needed based on Heifer Evaluation Process Guideline, data collection and analysis guidelines.

It is to consider that the methodology will include:

- A desk review/research of project information including the key documents listed in these terms of reference.
- A planning meeting with the project management team and the MEL unit to gain a deeper understanding of the project and to review the project log frame.
- Focus group discussions.
- Individual interview
- Quantitative analyses (Endline report, other databases).

a. Key Project Indicators

This Final evaluation will pay particular attention to the outcome indicators listed below.

Improve productivity and sustainable farm management through the provision of enhanced inputs and extension services to farmers.
Capture and analyze value chain data for improved management and greater efficiency.
Facilitate new market channels for Haitian vetiver based on its quality and unique attributes
Improve the business capacity and professionalization of cooperatives and to strengthen their relationships with value chain actors.
Percentage of increase in agricultural income for producers implementing improved practices and agricultural diversification (sex disaggregated)
Percentage increase in annual sales of vetiver roots by cooperatives
Percentage of roots harvested are at least 12 months old
Hectares under sustainable production
Adoption of best practices outlined in the cahier de charge, including complying with standard measurements (sex disaggregated)

Global Indicators

GI-01-SDG1-Actual Income of Household in US Dollars
GI-04-SDG5-Women making Household decisions jointly
GI-011-SDG13-Households Adopting Climate Smart Agriculture (CSA)

9. Final evaluation report:

- An Executive summary (concisely state the most significant findings and recommendations)
- The overall findings of the of the data collection based on the objective of the consultation and the list of outcomes indicators,
- The report of the final evaluation should not exceed 50 pages with additional annexes and will be presented in both French and English.

Additional Requirements:

- The consultant will provide presentations in zoom to present keys findings and discuss the report draft with Heifer.
- Provide any electronic datasets.
- 3 hard copies of the French version.

10. Budget

Please provide a detailed budget.

11. Deliverables and payment:

- **D1** (40% of the total contract amount)
 - Participation in scoping meeting and submission of minutes.
 - Submission of the overall methodology for the Evaluation.
- **D2** (30% of the total contract amount)
 - Validation of the methodology for the evaluation submitted,
 - Submission of a detailed work plan,
 - Data collection and analysis,
 - First version of the report in English,
- **D3** (30% of the total contract amount)
 - Presentation of findings
 - Acceptation of the Final report in both English and French
 - Submission of the 3 hard copies

12. Consultation timeline

The consultation will stand for a max period of 1 month; depend on consultant proposition. A detailed work plan will be submitted and validated by project team and MERL.

13. Consultant profil

- Degree in economics, agronomy, social and human sciences, development (*Knowledge of vetiver market in Haïti is a plus*).
- At least 7 years' experience in the monitoring and evaluation of development projects.
- Similar experience in leading final evaluation process and report for economic in agriculture sector or in development sector in general.
- Strong report writing skills.
- Knowledge of the project targeted area

Documents for applicants

Interested consultants are requested to apply with the following documents.

- Cover letter
- A proposal documents (Technique and Budget).
- Legal documents
- 3 clients' reference with:
 - o *Name of the institution*
 - o *Contact (email)*
 - o *Project name*
 - o *Type of evaluation (Baseline / Midterm / Final evaluation....)*
 - o *Year of completion*

Questions regarding this TOR may be submitted no later than December 8th, 2023, before 16h00pm local time email to logistique-ht@heifer.org

Applicant should send documents to logistique-ht@heifer.org no later than December 15th, 2023, before 10h00am local time, to attention of Heifer Project International Haiti