



Terms of reference for the recruitment of an expert to propose a monitoring and evaluation framework for the Cocoa and Forests Initiative in Côte d'Ivoire

18 October 2023



idh
transforming markets

Table of Contents

1. Introduction.....	2
2. Background.....	2
<i>CFI monitoring and evaluation</i>	<i>2</i>
3. Assignment	3
<i>Objectives.....</i>	<i>3</i>
<i>Deliverables</i>	<i>3</i>
<i>Planned activities</i>	<i>4</i>
<i>Planned period for the assignment.....</i>	<i>4</i>
4. Selection Procedure	5
Questions	6
5. Proposal requirements.....	6
6. Testing and weighing	7
6. Communication and Confidentiality	10
7. Disclaimer	10
8. Annexes	10
Annex 1: French version of ToRs	11
Termes de référence pour le recrutement d'un expert chargé de proposer un cadre de suivi et d'évaluation de l'Initiative Cacao et Forêts en Côte d'Ivoire.	11

1. Introduction

IDH Sustainable Trade Initiative (“**IDH**”) accelerates and up-scales sustainable trade by building impact-oriented coalitions of front running companies, civil society, governments, knowledge institutions and other stakeholders in several commodity sectors. We convene the interests, strengths and knowledge of public and private partners in sustainability commodity programs that aim to mainstream international and domestic commodity markets. We jointly formulate strategic intervention plans with public and private partners, and we co-invest with partners in activities that generate public goods.

On the basis of these terms of reference, IDH aims to select a consultant **to propose an effective, impact-oriented monitoring and evaluation framework** for the actions carried out by the signatory companies and government institutions involved in the **Cocoa and Forests Initiative in Côte d'Ivoire**.

2. Background

Signed in 2017 in Bonn, the Cocoa and Forests Initiative is an active commitment by major cocoa-producing countries and leading cocoa and chocolate companies to halt deforestation and restore forest cover by avoiding any further conversion of forests for cocoa cultivation.

The Cocoa and Forests Initiative (“CFI”) is currently being implemented in Côte d'Ivoire and Ghana, which together produce around 60% of the world's cocoa. In Côte d'Ivoire, the government and the main cocoa and chocolate companies have signed a framework for action based on :

- The conservation of national parks and forest lands, as well as the restoration of forests that have been degraded by the encroachment of cocoa farms;
- Sustainable intensification and income diversification to increase farmers' yields and livelihoods, growing 'more cocoa on less land' and thus reducing pressure on forests;
- The involvement and empowerment of cocoa-producing communities. In particular, mitigating the social impacts and risks associated with changes in land use for the cocoa farmers concerned and their communities.

CFI monitoring and evaluation

The first phase of the initiative, also referred to as the pilot phase, involved the implementation of an initial action plan covering the period 2018 to 2020, for which satisfactory results were recorded, including:

- ✓ The reform of the legislative and regulatory framework of the forestry sector with the adoption of the new forestry code on 23 July 2019;
- ✓ Strengthening the mapping of the supply chain;
- ✓ Promoting agroforestry;
- ✓ The launch of a project to set up a unified national cocoa traceability system;
- ✓ The adoption of a satellite-based forest monitoring system as part of CFI.

A second phase of the initiative began with the adoption of an action plan for 2022-2025, with the objective of meeting the commitments made in the [Joint Framework for Action](#).

Point 8 of this framework refers to the monitoring and evaluation of the initiative. It includes a commitment for the signatories to "Provide effective monitoring and reporting on the progress of commitments and actions to ensure transparency and accountability". The initiative's monitoring and evaluation framework should therefore assess the actions taken by the various signatories (Government and private companies) in relation to their respective commitments.

In order to materialise these commitments, an initial proposal for an M&E framework and manual for CFI was developed by SEP-REDD+ and the initiative's stakeholders during the 2019-2021 period. Characterised by a very high number of output indicators and level of detail, the proposed M&E framework and manual for CFI could not be operationalised during the first phase of the initiative.

For CFI, it is necessary to have an effective and appropriate monitoring and evaluation framework to better track the progress made in implementing this partnership. Thus, for this second phase, the monitoring and evaluation of progress and actions is one of the major challenges of the initiative. To this end, the ICF Permanent Secretariat has decided to launch a call for proposals for the recruitment of a monitoring and evaluation expert (firm or individual consultant).

3. Assignment

Objectives

The objective of this assignment is to develop a monitoring and evaluation framework along with a monitoring and evaluation protocol for CFI in Côte d'Ivoire.

Deliverables

The deliverables of this assignment will be:

M&E framework:

(powerpoint file, max 10 slides and an excel file)

- Theory of change, linking the commitments of the joint action framework and the activities of CFI 2022-2025 action plan to the envisaged impact of halting deforestation in the cocoa sector (Microsoft PowerPoint file).
- Key Performance Indicators (KPIs), mostly at the outcome level and a limited number of agreed outcome indicators. Including: definitions, data source, means of verification and measurement guide (Microsoft Excel file)
 - 2022 baseline per KPI
 - 2025 target per KPI
- Proposed method for measuring the impact of CFI, anticipating the deployment of a national forest monitoring system, provisionally using MINEF's deforestation monitoring system (Microsoft PowerPoint file).

M&E procedure:

(word file, max 10 pages)

- Description of Roles & Responsibility for the implementation of the CFI M&E framework

- Permanent Secretariat
- Signatory companies, public institutions
- Third parties
- Outline of annual reporting cycle
- Outline of cost implications and required budget

Planned activities

As part of this assignment, the consultant is expected to propose a methodological note for carrying out the assignment, which will make it possible, among other things, to:

- Assess the relevant existing monitoring and evaluation frameworks
- Conduct bilateral consultations and wider consultations (through workshops) with stakeholders;
- Propose a provisional version of the CFI's M&E framework and procedure;
- Produce an advanced version of the CFI M&E framework and procedure. These will include in particular:
 - The final list of KPIs and their definitions;
 - Roles and responsibilities of stakeholders in data collection; Frequency of data collection
 - The annual budget required for CFI M&E.

In addition to this, the Consultant is also expected to:

- Participation in CFI COFIL meeting during which the M&E framework will be submitted to the signatories for validation;
- Training of CFI permanent secretariat and relevant resource persons on the deployment of CFI M&E framework in accordance with the agreed M&E procedure;
- Drawing up the final mission report

Planned period for the assignment

The assignment is expected to take place between November 2023 and February 2024:

Assignment activities	Proposed timeline / deadline
Drafting a methodology note	27 November 2023
Assess relevant existing monitoring and evaluation frameworks ¹	10 December 2023
Conduct bilateral consultations and wider consultations (through workshops) with stakeholders	10 January 2024

¹ Including, but not limited to: CFI Côte d'Ivoire draft M&E manual, CFI Ghana M&E framework, WCF M&E framework, ISCOs M&E framework

Propose a draft version of the CFI M&E framework and procedure	20 January 2024
Facilitate stakeholder consultation workshop	30 January 2024
Produce an advanced version of the ICF M&E framework and procedure. These will include in particular: <ul style="list-style-type: none"> • The final list of KPIs and their definitions; • Roles and responsibilities of stakeholders in data collection; frequency of data collection • The annual budget required for CFI M&E. 	10 February 2024
Training of the CFI Permanent Secretariat and relevant resource persons on the roll-out of the CFI M&E framework according to the protocol	21 February 2024
Final Report	28 February 2024

4. Selection Procedure

The selection process will comprise the following stages:

1. Inviting service providers to submit a proposal based on these terms of reference.
2. Opportunity to ask questions about the assignment and the terms of reference. Answers to questions will be given in an information notice which will be sent to all consultants who have expressed an interest in the assignment or who have asked questions.
3. Evaluation of proposals by the evaluation committee. The evaluation committee will evaluate the proposals on the basis of the selection criteria published in these specifications.
4. Decision on the selection of the service provider.
5. Inception meeting with the service provider.

The timetable below shows the deadlines for the tender procedure:

Tender procedure	Deadline
Publication of terms of reference	23 October 2023

Closing date for questions*	28 October 2023
Deadline for submission of proposals**	06 November 2023
Selection of service provider	15 November 2023
Start of the assignment	22 November 2023

* Questions received by IDH after this date will not be answered.

** Proposals submitted after the deadline will be returned and will not be considered in the tender process.

After the deadline for submission of proposals, the evaluation committee will assess the proposals.

Proposals will first be checked for completeness:

The absence of the documents mentioned in section 6 of this document may result in exclusion from participation in the tender procedure. This is also the case if the minimum requirements listed in these specifications are not met.

If the proposal is complete, the selection committee will evaluate it on the basis of the criteria mentioned in section 6.

The assignment will be awarded to the service provider whose bid is the most economically advantageous. This offer is determined on the basis of the evaluation criteria of price and quality.

IDH will reject the proposal if illegal or corrupt practices have taken place in connection with the award or the tender procedure.

Questions

Questions concerning the assignment or the ToRs may be submitted until 28 October 2023 at 23:59 GMT, by e-mail to gnagne@idhtrade.org. Specifically mentioning: "Questions on the call for tenders Monitoring and evaluation of the Cocoa and Forests Initiative".

Questions must be submitted in French and using the model question form attached to these specifications in Annex 2.

The questions submitted will be grouped, anonymised, and combined in an information notice. This notice will be sent to all service providers.

It is the responsibility of the service provider to submit the questions on time and accurately. Where the IDH indicates that it has not received the questions by the stated deadline, the service provider must demonstrate that the questions were sent in a timely manner.

5. Proposal requirements

IDH is requesting the service providers to hand in a proposal of maximum 20 pages (excluding company biographies, CVs, sample work and references). The proposal must be handed in a MS Word or PowerPoint version next to a PDF submission to facilitate any copy-and-pasting of content that we may need during evaluation.

Please note that all proposals must be submitted in French language.

The proposal must at least include:

Content:

- a. A succinct, well-documented approach addressing the requirements set out this ToR. We request that the proposal structure matches the selection criteria as closely as possible. It should demonstrate how the consultant intends to carry out the assignment and the activities, as well as the likely sources of data, the duration and the order of the activities.
- b. A clear proposed way of working with IDH and the Permanent Secretariat, including agreements on milestones, validation of research and analysis, and final recommendations.
- c. Maximum of three client references and a sample of previous work relevant to the deliverables in this ToR
- d. An overview of the project team, including the CVs of the project team members
- e. Budget presented in Euros (including and specifying applicable taxes) with a break-down of days/rate per project team member
- f. Statement on Ground for exclusion (see section 6 below)

Administrative:

- g. Completed detail request form (annex 3)
- h. Copy of most recent (audited) financial accounts
- i. Statement of acceptance draft contract (annex 6)

The proposal must be submitted to Gnagne Kevin at gnagne@idhtrade.org with a copy to Col. Ynsa Traoré at ynsa.tk@gmail.com before **06 November 2023 at 23:59 GMT**.

6. Testing and weighing

The assignment will be awarded to the service provider with the most economically advantageous tender. The most economically advantageous tender is determined on the basis of the evaluation criteria of price and quality.

Grounds for exclusion

1. Service providers shall be excluded from participation in this tender procedure if:
 - a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
 - b) they or persons having powers of representation, decision-making or control over them have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;
 - c) they have been guilty of grave professional misconduct proven by any means which the IDH can justify;

- d) they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established, or with those of the Netherlands or those of the country where the contract is to be performed;
- e) they or persons having powers of representation, decision making or control over them have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization, money laundering or any other illegal activity.

Service providers must confirm in writing that they are not in one of the situations as listed above.

2. Service providers shall not make use of child labor or forced labor and/or practice discrimination and they shall respect the right to freedom of association and the right to organize and engage in collective bargaining, in accordance with the core conventions of the International Labor Organization (ILO).

Minimum criteria

Services providers or Proposals not fulfilling the minimum criteria will be excluded from the tender procedure and will not be assessed against the other criteria.

1. Based in Côte d'Ivoire
2. At least one previous experience leading on field activities in the cocoa/forest areas in Côte d'Ivoire.
3. Proven experience in carrying out monitoring and evaluation work in similar fields (cocoa farming, public-private partnerships, forest protection and restoration, etc.)

Scoring and weighing

The evaluation criteria are compared and weighed according to the procedure below. This concerns a general outline of the scoring methodology and an explanation how the service provider can demonstrate compliance with the requirements.

Step 1 - Criterion Quality

Evaluation scores will be awarded for each of the components. The evaluation committee will score each component unanimously.

The proposal will be assessed based on the following selection criteria:

Component		Criteria	Max. Grading
1	Proposal overall	The extent to which the proposal meets the requirements set out in Section 3 above and throughout this document. Can the Service provider deliver the requirement deliverables? Will the Service provider be able to deliver a comprehensive solution?	5
2	Design and Development process	The extent to which the Service provider demonstrates that a clear design and development process will be followed and IDH and the CFI Secretariat are adequately consulted for input during the design and development.	5

		The extent to which it is clear what is required of IDH and the CFI Secretariat in terms of human resources, digital assets and other input to deliver the project without being too onerous on our staff.	
3	Track record	<p>The extent to which the Service provider presents the required level of expertise and knowledge to fulfil the requirements both at team member and company level.</p> <p>To extent to which the Service providers gives a clear description of the project team, relevant (delivering similar projects) experience of team members and time allocation per team member.</p> <p>The selected service provider will be composed of experts with the following skills:</p> <ul style="list-style-type: none"> • Proven experience in carrying out monitoring and evaluation work in similar fields (cocoa farming, public-private partnerships, forest protection and restoration, etc.); • In-depth knowledge of issues relating to deforestation, biodiversity, and the sustainability of the cocoa supply chain • In-depth knowledge of monitoring and evaluation methodologies and tools, as well as international standards and best practices; • Ability to work independently, meet deadlines and produce high quality deliverables. 	5

The evaluation committee will unanimously score each component by assigning scores from 1 to the maximum grading, with the maximum grading representing optimal performance on the component and 1 representing extremely poor performance on the respective component.

Step 2 - Criterion price

A combined price in Euros (including and specifying VAT) is to be presented. This is to be broken down by team member rate and hours.

The criterion of assessment is “the best price for the proposed level of quality” with a maximum grading of 5.

Step 3 - Weighting

The final score will be weighted 70% on Quality and 30% on Price.

If scores of service providers are equal, priority will be based on the total scores that were given for the Criterion Quality. The assignment will be awarded to the service provider that has received the highest score for the Criterion Quality. If the evaluation of the Criterion Quality does not lead to a distinction, the score for the component “Proposal overall” will be decisive. If this does not lead to a distinction, the ranking will be determined by the drawing of lots.

Award

Once IDH together with the CFI Secretariat has decided to which Service provider it intends to award the assignment, a written notification thereof is sent to all Service providers participating in the tender procedure.

The Service provider is contracted via a letter of assignment, following IDH's template (Annex 4).

6. Communication and Confidentiality

The Service provider will ensure that all its contacts with IDH, with regards to the tender, during the tender procedure take place exclusively in writing by e-mail to Gnagne Kevin via gnagne@idhtrade.org. The Service provider is thus explicitly prohibited, to prevent discrimination of the other Service providers and to ensure the diligence of the procedure, to have any contact whatsoever regarding the tender with any other persons of IDH of the CFI Secretariat than the person stated in the first sentence of this paragraph.

The documents provided by or on behalf of IDH will be handled confidentiality. The Service provider will also impose a duty of confidentiality on any parties that it engages. Any breach of the duty of confidentiality by the Service provider or its engaged third parties will give IDH grounds for exclusion of the Service provider, without requiring any prior written or verbal warning.

All information, documents and other requested or provided data submitted by the Service providers will be handled with due care and confidentiality by IDH and the Permanent Secretariat. The provided information will after evaluation by IDH be filed as confidential. The provided information will not be returned to the Service provider.

7. Disclaimer

IDH reserves the right to update, change, extend, postpone, withdraw, or suspend the ToR, this tender procedure, or any decision regarding the selection or contract award. IDH is not obliged in this tender procedure to make a contract award decision or to conclude a contract with a participant.

Participants in the tender procedure cannot claim compensation from IDH, any affiliated persons or entities, in any way, in case any of the afore-mentioned situations occur.

By handing in a proposal, participants accept all terms and reservations made in this ToR, and subsequent information and documentation in this tender procedure.

8. Annexes

Annex 1: French version of the TOR chapters 2. Background and 3. Assignment

Annex 2: Template Question Form

Annex 3: Detail request form

Annex 4: Letter of Assignment template

Annex 5: IDH General Terms and Conditions for Services

Annex 6: Statement of acceptance draft contract

Annex 1: French version of ToRs :

Termes de référence pour le recrutement d'un expert chargé de proposer un cadre de suivi et d'évaluation de l'Initiative Cacao et Forêts en Côte d'Ivoire.

1. Introduction

IDH Sustainable Trade Initiative ("IDH") accélère et développe le commerce durable en créant des coalitions orientées vers l'impact, composées d'entreprises de premier plan, de la société civile, de gouvernements, d'institutions de connaissance et d'autres parties prenantes dans plusieurs secteurs de produits de base. Nous rassemblons les intérêts, les forces et les connaissances des partenaires publics et privés dans des programmes de durabilité des produits de base qui visent à intégrer les marchés internationaux et nationaux des produits de base. Nous formulons conjointement des plans d'intervention stratégiques avec des partenaires publics et privés, et nous co-investissons avec des partenaires dans des activités qui génèrent des biens publics.

Sur la base de ces termes de référence, IDH souhaite sélectionner un consultant pour proposer un cadre de suivi et d'évaluation efficace, orienté vers l'impact, des actions menées par les entreprises signataires et les institutions gouvernementales impliquées dans l'Initiative Cacao et Forêts en Côte d'Ivoire.

2. Contexte

Signée en 2017 à Bonn, l'Initiative Cacao et Forêts est un engagement actif des principaux pays producteurs de cacao et des grandes entreprises de cacao et de chocolat à mettre fin à la déforestation et à restaurer le couvert forestier en évitant toute nouvelle conversion de forêts pour la culture du cacao.

L'Initiative Cacao et forêts ("ICF") est actuellement mise en œuvre en Côte d'Ivoire et au Ghana, qui produisent ensemble environ 60 % du cacao mondial. En Côte d'Ivoire, le gouvernement et les principales entreprises de cacao et de chocolat ont signé un cadre d'action commune basé sur :

- La conservation des parcs nationaux et des terres forestières, ainsi que la restauration des forêts qui ont été dégradées par l'empiètement des exploitations de cacao ;
- L'intensification durable et la diversification des revenus afin d'augmenter les rendements et les moyens de subsistance des agriculteurs, en cultivant "plus de cacao sur moins de terre" et en réduisant ainsi la pression sur les forêts ;
- L'implication et la responsabilisation des communautés productrices de cacao. En particulier, l'atténuation des impacts sociaux et des risques associés aux changements d'utilisation des terres pour les cacaoculteurs concernés et leurs communautés.

Suivi et évaluation (S&E) de l'ICF

La première phase de l'initiative, qualifiée également de phase pilote, a consisté en la mise en œuvre d'un premier plan d'action couvrant la période 2018 à 2020, pour lequel des résultats satisfaisants ont été enregistrés, notamment :

- ✓ La réforme du cadre législatif et réglementaire du secteur forestier avec l'adoption du nouveau code forestier le 23 juillet 2019 ;
- ✓ Le renforcement de la cartographie de la chaîne d'approvisionnement ;
- ✓ La promotion de l'agroforesterie ;
- ✓ Le lancement d'un projet de mise en place d'un système national unifié de traçabilité du cacao ;
- ✓ L'adoption d'un système de surveillance des forêts par satellite dans le cadre de l'ICF.

Une deuxième phase de l'initiative a débuté avec l'adoption d'un plan d'action pour 2022-2025, avec pour objectif de rematérialiser le respect des engagements pris dans le Cadre d'action conjoint.

Le point 8 de ce cadre fait référence au suivi et à l'évaluation de l'initiative. Les signataires s'engagent notamment à "assurer un suivi efficace et à rendre compte de l'état d'avancement des engagements et des actions afin de garantir la transparence et la responsabilité". Le cadre de suivi et d'évaluation de l'initiative doit donc permettre d'évaluer les actions entreprises par les différents signataires (gouvernement et entreprises privées) par rapport à leurs engagements respectifs.

Afin de matérialiser ces engagements, une première proposition de cadre et de manuel de S&E de l'ICF a été développée par le SEP-REDD+ et les parties prenantes de l'initiative au cours de la période 2019-2021. Caractérisé par un nombre d'indicateurs d'extrants et un niveau de détails très élevés, le cadre et le manuel de suivi-évaluation proposé pour l'ICF n'ont pas pu être opérationnalisés pendant de la première phase de l'initiative.

Il est nécessaire pour l'ICF, d'avoir un cadre de suivi et d'évaluation effectif et adapté pour mieux suivre les progrès réalisés dans la mise en œuvre de ce partenariat. Ainsi, pour cette deuxième phase, le suivi et l'évaluation des progrès et actions constitue un des enjeux majeurs de l'initiative. A cet effet, le Secrétariat permanent de l'ICF a décidé de lancer un appel à proposition pour le recrutement d'un expert en suivi et évaluation (cabinet ou consultant individuel).

3. Mission

Objectif

L'objectif de cette mission est de développer un cadre de suivi et d'évaluation ainsi qu'une procédure de suivi et d'évaluation pour l'ICF en Côte d'Ivoire.

Résultats attendus

Les résultats attendus de cette mission sont les suivants :

1) Cadre de suivi et d'évaluation :

(fichier Microsoft PowerPoint, maximum 10 diapositives et un fichier Microsoft Excel)

- Théorie du changement, reliant les engagements du cadre d'action commune et les activités du plan d'action 2022-2025 de l'ICF à l'impact envisagé de l'arrêt de la déforestation dans le secteur du cacao (fichier Microsoft PowerPoint).
- Indicateurs clés de performance (ICP), majoritairement au niveau des effets et un nombre restreint d'indicateurs de résultats arrêtés d'accord parties. Y compris : définitions, source de données, moyens de vérification et guide de mesure (Fichier Microsoft Excel)
 - Niveau de référence 2022 par ICP
 - Objectif 2025 par ICP

- Méthode proposée pour mesurer l'impact de l'ICF, anticipant le déploiement d'un système national de surveillance des forêts, provisoirement en utilisant le système de suivi de la déforestation du MINEF (fichier Microsoft PowerPoint).

2) Procédure de suivi et d'évaluation :

(fichier Microsoft Word, 10 pages maximum)

- Description des rôles et responsabilités pour la mise en œuvre du cadre de suivi et d'évaluation de l'ICF
 - o Secrétariat permanent
 - o Entreprises signataires, institutions publiques
 - o Parties tierces
- Schéma du cycle annuel d'établissement de rapports
- Aperçu des implications financières et du budget nécessaire

Activités prévues par la mission

Dans le cadre de cette mission, il est attendu du consultant la proposition d'une note méthodologique pour l'exécution de la mission permettant, entre autres de :

- Evaluer les cadres de suivi et d'évaluation pertinents existants²
- Mener des consultations bilatérales et des consultations élargies (à travers des ateliers) des acteurs ;
- Proposer une version provisoire du cadre et de la procédure de S&E de l'ICF ;
- Produire une version avancée du cadre et de la procédure de S&E de l'ICF. Celles-ci comprendront notamment :
 - La liste finale des ICP et leurs définitions ;
 - Les rôles et les responsabilités des parties prenantes dans la collecte des données ; la fréquence de collecte
 - Le budget annuel nécessaire au S&E de l'ICF.

En plus de cela, il est également attendu du Consultant :

- La participation à la réunion du COPIL de l'ICF au cours de laquelle le cadre de S&E sera soumis pour validation aux signataires ;
- La formation du secrétariat permanent de l'ICF et des personnes ressources concernées sur le déploiement du cadre de suivi et d'évaluation de l'ICF conformément à la procédure de S&E convenue ;
- L'élaboration du rapport final de la mission.

Période prévue pour la mission

La mission devrait se dérouler entre Novembre 2023 et Février 2024.

Activités prévues par la mission	Calendrier/échéance proposé(e)
Rédaction d'une note méthodologique	27 Novembre 2023

²Y compris, mais sans s'y limiter : Projet de manuel de S&E de l'ICF en Côte d'Ivoire, cadre de S&E de l'ICF au Ghana, cadre de S&E et note d'orientation de WCF, cadre de S&E des ISCO.

Evaluer les cadres de suivi et d'évaluation pertinents existants ³	10 Décembre 2023
Mener des consultations bilatérales et des consultations élargies (à travers des ateliers) des acteurs	10 Janvier 2024
Proposer une version provisoire du cadre et de la procédure de S&E de l'ICF	20 Janvier 2024
Faciliter l'atelier de consultation des parties prenantes	30 Janvier 2024
Produire une version avancée du cadre et de la procédure de S&E de l'ICF. Celles-ci comprendront notamment : <ul style="list-style-type: none"> • La liste finale des ICP et leurs définitions ; • Les rôles et les responsabilités des parties prenantes dans la collecte des données ; la fréquence de collecte • Le budget annuel nécessaire au S&E de l'ICF 	10 Février 2024
Formation du secrétariat permanent de l'ICF et des personnes ressources concernées sur le déploiement du cadre de suivi et d'évaluation de l'ICF conformément au protocole.	21 Février 2024
Rapport Final	28 Février 2024

³ Y compris, mais sans s'y limiter : Projet de manuel de S&E de l'ICF en Côte d'Ivoire, cadre de S&E de l'ICF au Ghana, cadre de S&E du WCF, cadre de S&E des ISCO.