



ASEAN-AUSTRALIA DEVELOPMENT COOPERATION PROGRAM (AADCP) PHASE II

TERMS OF REFERENCE FOR AADCP II influence on IAI Work Plan III Adoption and Implementation in CLMV countries

a. Background

ASEAN-Australia Development Cooperation Program Phase II (AADCP II) is a long-term (2008-2021) program that provides up to AU\$57 million to support ASEAN's efforts to implement its ASEAN Economic Community (AEC) objectives. AADCP II is implemented through a partnership approach, with all decisions on strategic direction and operations made jointly by Australia and ASEAN. AADCP II funds a range of projects including strategic planning, needs assessments, implementation reviews, research-based policy papers, developing regional standards and educational materials, promotion and outreach initiatives, improving tools and processes and capacity enhancement. All projects are initiated by ASEAN Working Groups/Sector Bodies and the ASEAN Secretariat (ASEC), and jointly implemented by AADCP II and ASEAN.

AADCP II works in the following Key Result Areas:

2. A better knowledge and evidence base for regional policy-making and regulation for AEC;
3. Appropriate norms and standards established for AEC to progress;
4. Stakeholders better aware of the concepts, benefits and opportunities involved in AEC;
5. ASEC better able to support AEC processes.

To help demonstrate how AADCP II contributes to these results areas AADCP II undertake a case study evaluation in accordance with its Monitoring and Evaluation policy. A case study is a useful tool to capture information on outcomes and analyse the contextual evidence that influences outcomes. In 2017, AADCP II produced a case study report on how its work was contributing to policy changes for a higher level of protection for consumers in Philippines, Indonesia and Thailand. This year, AADCP II will conduct a study to understand the outcomes of its support for the [Initiative for the ASEAN Integration Work Plan III \(IAI - WP III\)](#), ASEAN's primary vehicle for narrowing the development gap (NDG) within ASEAN.

b. Context

The Initiative for ASEAN Integration (IAI), launched in 2000, helps ASEAN's newer Member States implement ASEAN commitments and agreements. Through special assistance to Cambodia, Lao PDR, Myanmar and Viet Nam (CLMV countries), it aims to further regional integration in order to narrow the development gap within ASEAN.

Through its partnership with the IAI/NDG Division of the ASEAN Secretariat, AADCP II supports the work of the IAI Task Force, the ASEAN coordinating body for IAI. The IAI Task Force provides policy guidance and direction in the development and implementation of IAI Work Plans. AADCP II support started with the midterm review of IAI Work Plan II, followed by the formulation of IAI-WP III. AADCP II subsequently supported a number of IAI-WP III projects in the areas of food and agriculture, and Micro, Small and Medium Enterprises (MSME).

The IAI-WP III (2016-2020), which was developed through AADCP II support, was adopted by Leaders at the 28th ASEAN Summit in September 2016. It is considered as an integral part of the [ASEAN 2025: Forging Ahead Together](#) to support the implementation of the three Community Blueprints. The Work Plan is designed to assist CLMV countries to meet ASEAN-wide targets and commitments towards realising the goals of the ASEAN Community. It consists of five strategic areas:

- a. **Food and Agriculture**, to improve yields and competitiveness of agricultural products while ensuring environmental sustainability and to improve food security in the region.
- b. **Trade Facilitation**, to reduce trade cost through simplification and harmonisation of trade procedures.
- c. **Micro, Small and Medium Enterprises (MSMEs)**, to create a policy environment that supports MSMEs, by promoting access to finance and new markets, and enhancing business regulations and entrepreneurial education.
- d. **Education**, to develop human capital, through improved access and quality in basic education, and to help implement National Qualifications Frameworks (NQFs), which will enhance quality of technical and vocational education and training (TVET) and higher education, and facilitate mutual recognition of qualifications across ASEAN.
- e. **Health and Well-Being**, to improve maternal and child health and food safety, and build national capacities to participate in regional surveillance mechanisms such as for emerging infectious and other communicable diseases.

Four years since its adoption, the IAI-WP III has seen considerable progress in its implementation. An implementation review of the IAI-WP III undertaken in 2019 (with AADCP II support) indicated that it is “strongly aligned with national agendas”. It further elaborated that “CLMV government officials highlighted that the actions outlined for each strategic area under IAI Work Plan III were useful reference points for their countries to formulate overall national plans.” This study aims to build a richer knowledge around this, thus complementing the result of the implementation review. While the implementation review focussed largely on progress towards implementation of identified actions, this case study will investigate how the IAI-WP III has influenced national plans, policies, systems and practices. It will also delve into the extent to which AADCP II support to IAI-WP III projects, particularly in the areas of MSME, food and agriculture, have brought about change in the relevant national sector plans, policies, systems and practices.

c. Purpose

The key purpose of this study is

- to document and build knowledge on the utilisation of IAI-WP III and its influence to changes in national plans, policies, systems and practices
- to understand the extent to which AADCP II support has contributed to changes in plans, policies, systems and practices in IAI-WP III's strategic priorities particularly MSMEs, Food and Agriculture in selected CLMV countries.

The study will primarily be used by AADCP II and the Australian Department of Foreign Affairs and Trade (DFAT) to understand how Australian-funded projects have contributed to change. It will be useful for the Australian Government aid program as a form of accountability to its stakeholders, and determine the effectiveness of AADCP II support in IAI, and in relevant sectors in the IAI-WP III. It will also be useful for determining future Australia/ AADCP II interventions in IAI and NDG. Results of the case study will be shared with ASEAN to contribute to the finalisation and subsequent implementation of the IAI Work Plan IV, which is currently being drafted.

d. Scope and Key questions

The study will include instances of changes in plans, policies, guidelines, and institutional changes in two member states, namely Cambodia and Myanmar. These countries were selected as the sample country based on i) the availability and quality of existing information and ii) likelihood of AADCP II contribution to change. The study will identify outcomes that may have occurred, including unexpected or indirect outcomes, and will develop a plausible and robust narrative linking these outcomes to IAI-WP III. The study will involve identifying policy change(s) that have taken place, then tracing decisions, key events, and factors that led to the change in question before assessing the relative role of AADCP II projects in this process¹. It will not consider the actual implementation of the actions identified in the IAI-WP III, which was fully addressed in the implementation review. The study should draw lessons learned by taking account the context surrounding the program.

The study is underpinned by following key evaluation questions

1. To what extent do CLMV countries integrate IAI-WP III into their plans, policies, systems and programs? What were the key drivers and/or constraints? How has AADCP II contributed to this?
2. What lessons can be extrapolated to inform future AADCP II activities?

e. Process and Timeframes

This study will be primarily undertaken through a desktop review of relevant documents and by conducting interview consultations with key informants (preferably via phone/ video conference call) to collect data on the utilisation of IAI-WP III by CLMV government and its influence to policy. The resource

¹ Taken from ODI Background Note (2011) A guide to monitoring and evaluating policy influence.

persons to be interviewed will be identified through discussion with IAI-WP III national coordinator of each country, focal point of each strategic area, and IAI/NDG division of ASEC.

This study will be jointly managed by AADCP II and the Programme Coordination and Project Management Division (PCPMD) as part of its mandate in overall monitoring of Dialogue Partner support to ASEAN. AADCP II and PCPMD will jointly assure quality of output and activities, as appropriate. Once approved, the output will be provided to IAI&NDG Division and PCPMD for learning and improving future programming and M&E. The study will be conducted tentatively between the months of October and December 2020. A total of 28 working days will be allocated for desk review, development of a review plan, interview with key informants, and preparation of the study report.

f. Expected Outputs

The consultant is expected to produce a report of no more than 8-10 pages containing the case stories and lessons learned, and a results matrix (see annex A) outlining the evidence and findings for verification by AADCP II and ASEC. The report should be a concise document and written in easy-to-read and non-technical language. The timeline of the assignment is as below:

Deliverables	Timeline
Submission of Results Matrix	Week 4
Submission of draft report	Week 6
Submission of full report	Week 8

g. Desired Qualifications

The consultant is expected to have these following skills and experience:

- 5 or more years' demonstrated experience in conducting evaluations of aid development project/program, preferably at the regional level.
- Proven excellent evaluation methodology skills, particularly in using case studies to do program/project evaluation.
- Proven authorship of high quality analytical reports for non-technical audiences.
- Ability to analyse and synthesise relevant information to the benefit of the organisation.
- A good understanding of development and social issues in Cambodia and Myanmar, particularly those included in the five Strategic Areas of the IAI-WP III, will be considered an advantage.

- Familiarity with ASEAN initiatives, particularly the Initiative for ASEAN Integration and Narrowing the Development Gap in ASEAN, is preferable.

h. How to Apply

Send your application to tender@aadcp2.org highlighting your suitability and potential contribution to the position together with a detailed CV and samples or links of past relevant work.

Please indicate on the subject heading: **Consultancy for AADCP II influence on IAI Work Plan III Adoption and Implementation in CLMV countries.**

Application documents should reach AADCP II no later than **16 September 2020 at 5pm Jakarta time**. The Selection Committee's decision is final and only shortlisted candidates will be notified.

Annex A:

EVIDENCE MATRIX		
Key question	Overall finding:	
Sub-question	Evidence	Findings
Key question	Overall finding:	
Sub-question	Evidence	Findings