

Terms of Reference of Steering Committee

Background and Introduction:

1. The Global Environment Facility (GEF) is a financial mechanism for international cooperation providing new and additional funding to meet the agreed incremental costs of securing global environmental benefits. It works in partnership with the GEF Agencies, national governments and civil society. The GEF Independent Evaluation Office has the following functions:
 - To ensure the evaluation function within the GEF,
 - To set minimum requirements for monitoring and evaluation,
 - To ensure oversight of the quality of M&E systems on program and project level, and,
 - To share evaluative evidence within the GEF partnership.
2. The Independent Evaluation Office is administratively hosted by the World Bank but it is independent of its management as well as the management of the GEF. Its Director reports directly to the GEF Council, the GEF governing body. As part of its work, the GEF Independent Evaluation Office (GEF IEO) undertakes four streams of evaluative evidence: Country Portfolio Evaluations, Impact Evaluations, Performance Evaluations and Thematic Evaluations.
3. In 2008, the GEF IEO partnered with Bibliotheca Alexandrina to organize an international conference on evaluation of climate change and development in Alexandria, Egypt. The aim of the conference was to share experiences and best practices in the evaluation of climate change and development. Besides the publication of a book: [Evaluating Climate Change and Development](#) edited by Rob D. van den Berg and Osvaldo Feinstein, the conference also resulted in the creation of Climate-Eval, an online Community of Practice (CoP) among other outcomes.
4. This community of practice whose current membership stands at more than 2000 is hosted by the GEF Independent Evaluation Office (GEF IEO) in Washington DC. Members are a global network of monitoring and evaluation practitioners in government and development cooperation agencies, civil society organizations, and academia.
5. Its overarching goal is to establish standards and norms, support capacity development, and share good practices in evaluations of climate change and development and—most recently—natural resource management.
6. Central to the planned activities of the current phase is the organization of an international follow-up conference on evaluating climate change and natural resources management in 2014.

7. Initial funding for the conference has been obtained thanks to the generosity of the Ministry of Foreign Affairs of Denmark (DANIDA), the Swedish Development Corporation Agency (SIDA), and the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ).
8. The Steering Committee for the 2014 Conference has been established to provide overall planning and strategic direction. Membership in the Steering Committee is voluntary and not remunerated.
9. The steering committee shall determine its own work schedule and means of operating to ensure a successful organization of the conference.

Objectives and Scope of the conference:

10. This conference aims to create space for evaluation professionals and a selected group of policy makers and practitioners from north and south to collectively explore how different methods and approaches to evaluate climate change, sustainable development and natural resources management have worked, and how they can be improved to address new and emerging issues. Secondly, participants shall seek to understand and identify innovative learning and knowledge sharing approaches that could lead to greater use of (emerging) evidence in climate change and sustainable development policies and interventions. In addition to serving as a platform for peer-exchange between participants from different disciplines and regions and providing evidence and inspiration for policy and action on the ground, the conference will seek to build the capacity of participants to commission, undertake and use evaluations.
11. Specifically, the conference will have the following objectives:
 - a. To learn from recent efforts to evaluate the results and impact of policies and programs of climate change interventions, including in relationship to natural resource management and development.
 - b. To review and analyze new and emerging approaches and methods to evaluate climate change policies and interventions, especially in relationship to natural resources management, and to identify gaps and challenges for future work.
 - c. To identify innovative and emerging learning and knowledge sharing strategies to enhance the utility of climate change and natural resources management evaluations.
 - d. To provide additional support to strengthen capacity in developing countries to undertake evaluation of climate change interventions and natural resources management.

Role of the Steering Committee:

12. The Steering Committee shall provide overall strategic direction and planning of the 2014 conference. The Committee will consist of representatives of donors, evaluation institutes and other key stakeholders with knowledge of evaluation of climate change and natural resources management and an understanding of the international development system.

13. Work of this group is done via email and teleconferences, and is facilitated by the Secretariat of the conference hosted within the GEF Independent Evaluation Office.
14. More specifically the Steering Committee will decide on the venue and dates of the 2014 International Conference. It will determine the theme, sub-themes and overall scope of the conference. It will establish a mechanism to review draft abstracts, proposals for panels, special round table sessions and other conference events, or undertake this task itself. It will establish a mechanism to select participants, or undertake this task itself. It will identify speakers where needed and ensure that the program of the Conference develops in a coherent and consistent manner and leads to enhanced outcomes. It will provide guidance on the dissemination of conference information.
15. The Steering Committee will advise on the budget of the Conference and will identify possibilities for fundraising, if needed.
16. Members of the Steering Committee may play a special role in the conference as chairs of sessions, conveners of panels or otherwise.
17. The Steering Committee may provide recommendations on the publication emerging out of the conference and may play a role, if so decided, in the dissemination of the conclusions of the conference.

Members of Steering Committee:

18. The Steering Committee consists of members representing institutions and governments involved in funding and organizing the Conference, as well as members representing key stakeholders, such as Climate-Eval. The following entities are represented in the Steering Committee (in alphabetical order):

- 1) Climate-Eval Community of Practice
- 2) Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ)
- 3) Global Environment Facility Independent Evaluation Office (GEFIEO)
- 4) Institute of Development Studies (IDS)
- 5) Independent Evaluation Group of the World Bank (IEG)
- 6) International Initiative for Impact Evaluation (3ie)
- 7) Ministry of Foreign Affairs of Denmark (DANIDA)
- 8) State Secretariat for Economic Affairs of Switzerland (SECO)
- 9) Swiss Agency for Development and Cooperation (SDC) & Swedish Development Corporation Agency (SIDA)
- 10) SEA Change Community of Practice
- 11) UK Department for International Development (DFID)

Chair and Secretariat:

19. Rob D. van den Berg, Director of the GEF IEO, chairs the steering committee. David Akana, moderator of Climate-Eval will facilitate the work of the Steering Committee and act as Executive Secretary.