**TERM OF REFERENCE**

**External Consultant for**

**“National Farmer Forums Evaluation”**

1. **Background**

National Farmer Forum is an advocacy platform for farmers both men and women, NGOs/CSOs, private sector, development partners, youth representative, ~~g~~overnment official at national and sub-national level and other stakeholders to come together annually to share best practices, lesson learnt, new creative ideas, experiences and challenges. Significantly, this forum provides opportunities for farmers, NGOs/CSOs, private sector, and the Royal Government of Cambodia to meet, discuss and seek for strategies to address issues facing to farmers. For instance, many issues facing by farmers including issue of agriculture markets, effectiveness of prices of agricultural products, farmers’ knowledge and technology in production, irrigation, especially policy development and practices related to agriculture have shared and heard by government agencies during the forums. Furthermore, impacts of climate change, resilience and adaptation to climate change​​ in agricultural production have been seen to adversely affect food production and food safety. The forum has been annually organized since 2010 which focused on thematic issues as below:

* The 1st National Farmers Forum’s theme is “Climate Change”
* The 2nd National Farmers Forum’s theme is “Climate Change Adaptation”
* The 3rd National Farmers Forum’s theme is “Working Together to Help Smallholder Farmers in Cambodian Attain Food Security and Adapt to Climate Change”.
* The 4th National Farmers Forum’s theme is “Together to Improve Farmers’ Food Security and Adaptation to Climate Change”.
* The 5th National Farmers Forum’s theme is “Together to Empower Smallholder Farmers towards Market Oriented Interventions and Climate Resilience in Agriculture”.
* The 6th National Farmer Forum’s theme is “Women Champion in Agriculture”

In 2016, the 6th National Farmer Forums on “Women Champion in Agriculture” has been asked to nominate delegates especially 100 women champion from the 25 provinces/capital (selected from sub-national women farmer forum) to come together in order to represent the views, sharing experiences, challenges, creative ideas to influence policy makers and development partners and increase public participation, to support small landholder farmers both male and female to ensure equal benefits. The main recommendations to support the female small landholder farmers were developed and officially submitted to government and international NGOs including 1) recommendation for government: policy development and implementation related to the improvement of small landholder farmer’s livelihood including access to water, capital, and market, 2) for private sector – micro finance: provide clear information to farmers regarding criteria’s of making loan with “farmer community” and with low interest rate and 3) for NGOs and Development Partners: continue to organize this farmer forum and provide more opportunities for farmers to dialogue and learn from relevant stakeholders.  
Furthermore, the outcomes from this forum will be sent to government agencies, civil society, national- and international NGOs, DPs, private sectors, and farmers to consider implementation and observation on major actions gained from the discussion, recommendation, and key notes from the ministerial level government officers.

However, there is not concrete evidence to reflect what impact of subsequent forum is. Therefore, development partners and organizing committee members have strongly recommended NGO Forum as secretariat of Network for Development of Food Security and Safety Cambodia (NDF-C) members to conduct a study to evaluate the results or impacts of those six forums. It would be supported to provide further direction and methodologies to step forward with effectively organize the forum in the upcoming year.

1. **Objectives**
2. To assess the impacts of the six Annual National Farmer Forums.
3. To develop future direction for effectively organizing the future of Annual National Farmer Forum.
4. **Expected Outputs**
5. Determined outcomes and impact for Farmer Forum's target beneficiaries of farmers by direct and indirect to improve their livelihood includes level of incorporate CSOs comments into policy/strategy and implementation, income generation, capacity building, networking and practical implementation.
6. The relevance, effectiveness, and efficiency of 6 farmer forum's approaches and implementation.
7. Document important lessons learned and recommendation for future forum.

**Main Responsibilities and Deliverables:**

* Desk review relevant documents of Farmer Forum from 1st to 6th and other literatures, and design semi-full structure questionnaire and approach
* Design and develop tool or methodology for the assessment and presented to working group
* Conduct interview with relevant stakeholders identified by working group
* Produce report (both in Khmer and English) with contextualizes challenges/issue finding and recommendation for improvement
* Design and develop future direction and methodology to organize next National Farmer Forum;
* Presentation finding to working group

**Specifically, his/her responsibilities will be as follows:**

**1) Design and develop materials to assess the National Farmer Forum:** Design and develop the framework and detailed work plan to evaluate the national farmer forum- including evaluation methodology and working schedule; provide technical guidance and tools for the implementation of the work plan.

**2) Identify data gaps and develop an assessment strategy to gather additional information:** This includes identifying elements within the results framework for which existing data in insufficient to evaluate the progress or impact of the national farmer forum; developing a strategy to gather the additional data and/or information needed; designing tools, such as questionnaires or methodologies, such as focus group discussions, to collect required information from organizing committee, NDF-C , stakeholders, and/or beneficiaries, as appropriate.

**3) Prepare final Evaluation report:** Achievements, challenges, lessons learned, impact, effectiveness, future direction recommendation and policy influence framework from the National Farmer Forum 1st-6th will be synthesized into a comprehensive final study report both Khmer and English version. The broad purpose of the report is to provide a comprehensive and clear picture of the impact and effectiveness of the national farmer forum and include recommendations for future event for donors, NGOs partners, and other key stakeholders. The report should be no more than 35 pages (excluding appendices), with an Executive Summary of no more than five pages. A first draft of the assessment report will be submitted for review no later than August 15, 2017. Based on review and feedback the final report will be submitted no later than August 30, 2017.

**4) PowerPoint presentation:** This will summarize the achievements and recommendations for future action. The presentation will be used at various stakeholder events, and should be no more than 20 slides. To be delivered along with the draft final report by August 15, 2017 and finalized accordingly based on the feedback to the draft final report by August 30, 2017.

**Timeframe**

Individual research consultant or research consultant team will carry out the task of research from June to end of August, 2017.

**Researcher Competencies, Experience and Skill requirements**

* Advanced university degree in social sciences, development studies or research and evaluation.
* Expert in the field of Agriculture, Rural Development and NRM
* Solid methodological in monitoring and evaluation, both quantitative and qualitative;
* Experience in designing and implementing multi-site monitoring and evaluation;
* Experience working with and maintaining good relations with international, national and local counterparts and beneficiaries;
* Excellent writing and communications skills, and the ability to document clearly and succinctly for internal and external audiences;
* Fluency in English language.