

Global Partnership for Effective Development Co-operation

Indicative Terms of reference

Focal Point for Development Partners

1. Background

Since its establishment in 2011, more than 160 countries and 46 international organisations have endorsed the **Global Partnership for Effective Development Co-operation** (the Global Partnership) with the aim of improving the impact of development efforts. To that end, a monitoring framework, comprised of a set of 10 indicators, generates evidence on ways to improve development effectiveness at country level.

The Global Partnership 2018 monitoring round has taken off, with dozens of partner countries confirming participation (See list of participating countries at www.effectivecooperation.org/2018monitoring). The monitoring exercise is led by partner country governments, in particular by a national co-ordinator, who usually sits in the ministry of finance, planning or foreign affairs. However, the active participation of development partners in the process of country dialogue, data collection and validation is crucial to ensure the success of this collective effort.

Development partners at headquarters level are invited to reach out to their country offices and embassies in countries participating in Global Partnership's 2018 Monitoring Round to:

- Identify a contact person at the country office or embassy to engage in the country-led monitoring exercise on development co-operation effectiveness – or, if not present in country, play that role.

Development partners at country level are invited to:

- Jointly propose [in liaison with the rest of development partners and the government] a single focal point for development partners in each participating country.
- Participate in the monitoring exercise by sharing data, inputs and views with the government's national co-ordinator.
- When feasible, supporting the role of the government's national co-ordinator.

2. Profile

The ideal focal point for development partners:

- Is a country office representative or senior government official from a partner with an active presence in the country. In particular, officials sitting in government-donor coordination groups or roundtables are encouraged to participate;
- Maintains a solid network of contacts across other providers in the country;
- Has regularly been engaged in policy dialogue with government representatives and/or in country-level programming exercises;
- Possesses a sound understanding of the development effectiveness principles and the agenda for development co-operation effectiveness.

3. Role

The development partners' focal point is invited to refer to the relevant [Monitoring Guide](#) to have a comprehensive understanding of his/her role in the monitoring exercise.

The selected focal point for development partners will be expected to:

- Raise awareness of the monitoring process and help mobilise the country offices and embassies of other development partners;
- Represent and coordinate with other country-level partners during consultations with the government's national co-ordinator and focal points for other stakeholders (e.g. private sector, civil society organisations).

4. Key Activities

The development partners' focal point is invited to engage in the monitoring exercise by following the steps outlined below. These TORs are conceived as to provide guidance to the provider focal point, but the process allows for flexibility and encourages that the proposed activities be – to the extent possible – grounded in the country's own frameworks and processes. In particular, the engagement of providers in this process can build on existing government-providers coordination groups or platforms.

- **(1) Multi-stakeholder consultation kick-off meeting.** The national co-ordinator is expected to convene a kick-off meeting with relevant partners, with the aim of raising partners' awareness on the monitoring process, agreeing on which stakeholders should be involved and agreeing on a timeline and on roles and responsibilities of each stakeholder. The provider focal point will be invited to participate in this meeting.
- **(2) Data collection and validation (around September – October 2018).**

Data collection: the national co-ordinator will collect data from partners at the country level for indicators 1a, 2, 5a, 6, 7 and 9b. In order to do so, the national co-ordinator is encouraged to use existing data where possible, and for data that is not already available, he/she will share a customised data reporting tool with each of the development partners. The data reporting tool, called DP Excel, is self explanatory and functional. While each development partner is responsible for submitting requested data to the national co-ordinator in a timely manner, the focal point will be expected to encourage timely and comprehensive responses by all the other partners. In addition, development partners at country level are encouraged to liaise with focal points designated at headquarters level during the data collection phase to further strengthen the quality of reporting.

Data validation: the national co-ordinator will validate the data collected for indicators 1, 2, 5a, 6 and 9b in consultation with his/her development partners (the national co-ordinator can decide to carry out the validation process during a multi-stakeholder meeting). The focal point at country level is encourage to facilitate good engagement from the other partners in this validation process, as well as in the subsequent dialogue.

- **(3) Final review (around November - December 2018).** Upon receiving final data sets from the OECD-UNDP Joint Support Team, the national co-ordinator ensures a final review in consultation with development partners. The focal point will be expected – if need be – to facilitate other partners' engagement in the process.
- **(4) Multi-stakeholder dialogue around findings (Starting in January 2019).** The focal point is invited to initiate and/or actively participate in discussions on the findings from the monitoring exercise. Reviewing progress in consultation with stakeholders can serve to boost dialogue and help ensure that all co-operation partners match commitments with actions.

5. Process to identify the focal point for development partners

While there is no predetermined focal point designation process (in the interest of flexibility and adjustment to country contexts), the OECD-UNDP Joint Support Team invites stakeholders at country level to agree with the government on who can best play the focal point role. Representatives or chairs from existing development partner/donor coordinating platforms are particularly encouraged to participate as focal points.

6. Duration

The participation of the focal point for development partners at the country level starts as soon as August 2018 through January 2019.

Annex 1 – Overview of stakeholders’ roles in the overall monitoring process

Who?	What?
Government (Nat. co-ordinator, engaging relevant ministries/ gov, agencies)	<ul style="list-style-type: none"> - Oversee and coordinate data collection and validation - Provide data for indic. 1b, 5b, 6, 7, 8, and commentary to 4, 9b, 10 - Coordinate the assessment for indicators 2 and 3 - Facilitate dialogue around monitoring results
Development partners	<ul style="list-style-type: none"> - Provide data for indic. 1a, 5a, 6, 9b and contribute to data validation - Participate in the assessment for indicators 2 (only the focal point) - Participate in dialogue around the monitoring results
CSOs	<ul style="list-style-type: none"> - Participate in the assessment for indicators 2 (focal point) - Participate in dialogue around the monitoring results
Private sector	<ul style="list-style-type: none"> - Participate in the assessment for indicators 3 (focal points) - Participate in dialogue around the monitoring results
Trade unions	<ul style="list-style-type: none"> - Participate in the assessment for indicators 3 (focal point) - Participate in dialogue around the monitoring results
Parliamentarians	<ul style="list-style-type: none"> - Participate in dialogue around the monitoring results
Subnational governments	<ul style="list-style-type: none"> - Participate in dialogue around the monitoring results