



Terms of Reference For End of Project Evaluation

1. Introduction

MarAlliance is implementing the project “Strengthening Monitoring Frameworks and Public Engagement for Deep-Water Fish Spawning Aggregations” with support from the Belize Fund for a Sustainable Future (BFSF). The project focuses on strengthening monitoring and management of fish spawning aggregations (FSAs) and marine megafauna at Gladden Spit, while improving stakeholder capacity, data management, public engagement, and the basis for sustainable marine wildlife encounter tourism.

Key activities have included standardized FSA and marine megafauna monitoring; underwater visual census and baited remote underwater video (BRUV) surveys; environmental monitoring; development and revision of monitoring protocols; fisher and stakeholder capacity building; development and testing of the MARAP citizen-science reporting portal; review and integration of historical monitoring information; tourism best-practice and management planning; and communication and outreach products.

Implementation has taken place principally at Gladden Spit and Silk Cayes Marine Reserve and with relevant stakeholders in southern Belize, with engagement of national institutions and technical working groups. The project commenced in June 2023 and has been extended through 31 October 2026.

2. Purpose of the Evaluation

The purpose of the End of Project Evaluation is to provide an independent assessment of the project’s overall performance and results, including its relevance, effectiveness, efficiency, sustainability, outcomes and emerging impacts. The evaluation will assess achievement against the approved objectives, indicators, activities and budget, and document successes, challenges, lessons learned and recommendations to inform future similar-type initiatives.

Particular attention should be given to the effectiveness of the project’s monitoring and capacity building approaches, collaboration with the MPA co-manager and stakeholders, use and dissemination of project-generated information, sustainability of project benefits, and factors that affected implementation.

The evaluation is to be guided by the “[GEF Guidelines for Conducting Terminal Evaluations of Full-Size Projects-2023](#)”. The guidelines provide a comprehensive and systematic account of



project performance, factors that affect performance, implementation, and project monitoring and evaluation. It is applicable to full-size projects including stand-alone projects, and projects approved under programmatic approaches.

3. Objectives of the Evaluation

- Assessing Achievement of objectives: evaluate the extent to which the project objectives have been met, providing a clear picture of successes, failures, challenges, lessons learnt, and areas for improvement.
- Identifying strengths and weaknesses: Analyze the project's design and implementation processes to highlight the effective strategies and identify any shortcomings or challenges encountered throughout the project cycle.
- Evaluating outcomes and impacts: measure the tangible and intangible outcomes of the project, assessing both immediate effects and long-term impacts on the target population and relevant stakeholders.
- Providing recommendations: develop actionable recommendations for ensuring the sustainability of the project's benefits and offer guidance for future replication of successful practices in similar initiatives and contribution to the ongoing development of best practices in the field.
- Environmental and Social Safeguards: ensure environmental and social safeguards were adhered to.

4. Scope of the Evaluation

The scope of the evaluation should be based on the project/ proposal.

Timeframe: The evaluation will cover the full project implementation period from June 2023 through 31 October 2026.

Geographical coverage: The evaluation will focus primarily on Gladden Spit and Silk Cayes Marine Reserve and relevant communities and stakeholders in southern Belize, with national-level engagement where activities involved the Belize Fisheries Department, technical working groups, tourism stakeholders, marine spatial planning processes and other national partners.

Target population: MarAlliance project staff and leadership; Southern Environmental Association (SEA); fishers and community researchers; tour guides and tourism stakeholders; FSA and Shark Working Group representatives; Belize Fisheries

Department; Belize Fund for a Sustainable Future; relevant academic, NGO and government partners; and other stakeholders engaged through project activities.

5. Proposed Methodology

In order to use existing sources/information and avoid duplication, data will be mainly collected from various information sources that will include comprehensive desk reviews and analysis of



relevant documents, information, data/statistics, triangulation of different studies, etc. Data must also be collected from stakeholders' key informants through interviews, discussions, consultative processes, and observations in field missions to be able to present disaggregated demographics such as number of males and females benefitted, etc. This is comprised of:

- i. Desktop review and analysis of relevant documents (project reports, ESS documents)
 - a. Includes number of reallocation of funding, reprogramming of activities, completion of approved/proposed activities (whether completed but delayed, not achieved, etc.).
 - b. Identifying use of approved funds, over expenditures.
- ii. Critical analysis of available data and reports.
- iii. Consultation with project leads, participants and Belize Fund, and site visits for verification of project outputs and outcomes.
- iv. Identify the relevance, effectiveness of delivery, cost effectiveness, project management and financial management processes aspects of the project.
- v. Level of project success and lessons learned.
- vi. Identify relevant recommendations for improved implementation should the project be replicated, and for future activities to build on the project.

The GEF Guidelines "Rating status of terminal evaluation assessment criteria" must be used to assess the overall project to gather an end of project performance score (%).

6. Deliverables and Timeline

Inception report: Detailing the evaluation plan, methodology, and timeline. Draft Evaluation Report: Providing initial findings and progress updates.

Presentation¹ and validation of findings: To key stakeholders² with the findings incorporated into the final evaluation report.

Final evaluation report³: Summarizing the demographics, findings, conclusions,

challenges, lessons learnt and recommendations, etc.

[REDACTED] Inception report and evaluation
30 September 2026 Detailing the evaluation plan,
tools methodology, and timeline

Draft Evaluation Report	30 October 2026	Provide initial findings and progress updates
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¹ The inception report should be presented either virtual or in-person and must include the Belize Fund. ² For projects that included community-based activities, the draft evaluation report must include their feedback based on stakeholder engagements conducted.

³ The final evaluation report must be approved by the Belize Fund to proceed with project closure. with the findings incorporated into the final evaluation report.



findings

5-6 November 2026 To key stakeholders

Final Evaluation Report	15 November 2026	Summarizing the demographics, findings, conclusions, challenges, lessons learnt and recommendations, etc.
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7. Budget

A financial proposal that includes a detailed budget and proposed payment schedule for the consultancy, including your consultancy fee and any other reimbursable costs.

8. Qualifications of the Evaluator(s)

Educational Background: A minimum of a Bachelor's degree in environmental management, natural resource management, marine science, conservation, project management, monitoring and evaluation, social sciences, or another relevant field. Additional certifications or specialized training in project evaluation, monitoring and evaluation (M&E), or related areas.

Professional Experience: At least five (5) years of demonstrated experience conducting project, programme or terminal evaluations, preferably involving conservation, natural resource management, marine/coastal initiatives, community-based conservation or donor-funded projects.

Demonstrated ability to design and implement evaluation frameworks, methodologies, and tools for project assessments.

Skills and Competencies: Strong analytical and critical thinking skills, with the ability to interpret complex data and generate actionable insights. Proficiency in both quantitative and qualitative data collection and analysis methods. Excellent written and verbal communication skills for preparing and presenting evaluation reports, findings, and recommendations. Ability to work collaboratively with project stakeholders, including project teams, beneficiaries, and partners.

Knowledge Base: In-depth knowledge of project evaluation theories, models, and best practices, such as the Logical Framework Approach (LFA), Theory of Change, and Results-Based Management (RBM). Familiarity with current trends and innovations in project evaluation and monitoring.

References and Past Work: Availability of references from previous project evaluations conducted. Examples of past evaluation reports or projects, demonstrating the evaluator's expertise and approach in project evaluation



10. Annexes

The following documents will be made available as applicable:

- Project documents: Proposals, reports, and other relevant documents. ☂
- Environmental and Social Safeguard Documents: Environmental and Social Risk Screening Tool, Environmental and Social Risk Management Plan, Stakeholder Engagement Plan, Gender Action Plan.
- ☂ Monitoring and Evaluation Tracking Tool.
- ☂ M&E Plan and Means of Verification.
- ☂ Approved Financial Reports.

- ☛ Approved Narrative Reports.
- ☛ Approved reallocation and reprogramming requests, and implementation plan. ☛ Formal correspondence between the funder and grantee.
- ☛ Belize Fund procurement guidelines.
- 🎬 List of stakeholders: Key contacts (i.e. contact information) and organizations involved in the project.
- 🎬 Data collection tools: Examples of surveys, interview guides, or other instruments to be used.

Individuals interested in applying must send their updated résumé to careers@maralliance.org before September 25, 2026.