



## Attachment 1 Terms of Reference

### 1. THE IUCN PROJECT PORTAL AND IUCN PROJECT MANAGEMENT PRACTICES

The IUCN Project Portal was developed to provide an online, centralized information system that is the primary source for the IUCN Secretariat project information. The Secretariat has approximately 1,000 staff members in 50 countries. At the end of 2022 the IUCN portfolio comprised 556 projects in 166 countries with a value of approximately CHF 907 million.

The Portal comprises a database of basic project information in the form of a project data sheet for each project and workflows to implement IUCN's project appraisal and approval system. These forms collectively provide standardized, transparent and relevant information from across IUCN. This information allows for customized reports for viewing and managing portfolios to be provided through online dashboards and therefore providing more accurate, timely and up-to-date reports for managers. This also provides an enhanced capacity to establish and monitor targets, indicators and baselines. There is also the ability to track IUCN's contribution to global targets and thematic trends. The portal development has been guided in its design by IUCN Project Management Standards (PGS). This is an IUCN-wide standard (Project accountability-9.6 (a)nonones1.w4705 To

management and are aligned with expectations of IUCN projects. This life cycle defines a project independently of the specific knowledge area and IUCN's operating models, it aligns with the funding cycle. The IUCN project life cycle follows this structure:

- Identification of new project (status O)
- Conceptualization phase (status A on approval)
- Project development phase (status B on approval)
- Contracting phase (status C on approval)
- Implementation, monitoring and evaluation (status D on approval)
- Finalisation phase (status E on approval)
- Closure phase (status D on approval)

The following diagram and paragraphs summarize the project life cycle through the project portal.





Project Portal upgrade

Risk module  
(new module)

