

# CALL FOR SERVICES

## EU Project Final Evaluation

### 1. General information

**1.1 Beneficiary country:** EU member states

**1.2 Contracting authority:** European Network of Political Foundations (ENoP)

**1.3 Project title:** Strengthening ENoP as actor in support of democratic and pluralistic societies (CSO-LA/2018/402-119).

**1.4 Requirements defined in the proposal**

Final project evaluation conducted by an external evaluator team, will be organized during the second half of the last project year (May-July 2023). Evaluator will focus on project achievements, impact sustainability and dissemination of the project results. The evaluation will provide the project team with important information on sustainability and the overall impact of the action.

**1.5 Submission procedure**

Proposals conforming to the requirements set out below must be received via e-mail not later than the deadline given below. The following Terms of Reference (ToR) set out the scope and details of the work to be undertaken for conducting an evaluation for the above mentioned project.

### 2. Summary of project background

ENoP together with its members are active in many crosscutting development support topics, such as development effectiveness and actively promote an enabling environment for CSOs. ENoP as a network channels together a multitude of political perspectives on development cooperation and democracy support and represents a pluralistic approach towards state and society connecting societal with the governmental level. ENoP members play crucial role in shaping policy responses to pertinent development and societal issues. By strengthening the network, and not only individually the member foundations, a stronger voice is given to multi-party perspectives to development. The project enhances the capacity of the network itself. ENoP is the beneficiary of the action grant and the fully capacitated implementer of the action. The political foundations (members) of ENoP intensify their cooperation across different party families, EU member states and accession countries.

In consequence, ENoP will sustain as a well-functioning network merging multiple ideas and views into common positions on various issues in the field of development cooperation. In this way, ENoP will provide valuable input to mainly EU decision-makers, but also national development actors, both within and outside of the EU.

ENoP will increasingly form issue-based coalitions with similar networks and stakeholders in order to act from a strong position vis-à-vis decision-makers. This will further strengthen the network and its position on the various levels.

The main focus of ENoP as a network is the EU level, whereas the individual members, partly in cooperation with ENoP, will also target the member states as well as partner countries in order to shape the discourse on development policy at various levels - local, national, European and global.

### 3. Project objectives, purpose and expected results

Since March 2019, ENoP is implementing an EU co-funded action grant, called *"Strengthening ENoP as actor in support of democratic and pluralistic societies"* (Number - FPA/CSO/2016/000-025). The total duration of the project is 54 months.

Location(s) of the Action	EU Member States, in particular Belgium and the countries of the ENoP affiliated entities
Total duration of the Action	54 months
Beneficiary(ies) and affiliated entity(ies) in the Action	European Network of Political Foundations, Friedrich-Ebert-Stiftung, Friedrich-Naumann-Stiftung für die Freiheit, Heinrich-Böll-Stiftung, Konrad-Adenauer-Stiftung, Hanns-Seidel-Stiftung, Rosa-Luxemburg-Stiftung, Konstantinos Karamanlis Institute for Democracy, Swedish International Liberal Centre, CEVRO z.s., Political Academy of the Austrian's People's Party, International Educational Centre, Institut dr. Janeza Evangelista Kreka, Liberal Politological Institute Foundation, Ovidiu Sincai Social Democratic Institute, Okopolisz Alpitvany, Ecopolis Foundation, Institute for Social Integration, Green Economics Institute, Foundation Max van der Stoel, Olof Palme International Center, Stichting Bureau de Helling
Objectives of the Action	<b>Overall objective:</b> To foster momentum for enhanced dialogue with partner countries in EU's external policy on democracy support and development cooperation.

	<p><b>Specific objective:</b> ENoP network and member organisations' increased acknowledgement in development cooperation and democracy support in policy making spheres and processes at national, EU and international level.</p>
Target group(s)	ENoP members, ENoP members' local partners and EU institutions
Final beneficiaries	Policy makers at national level
Stakeholders	EU stakeholders, CSOs/Partners, UN Agencies & International stakeholders, local authorities, Academics/ThinkTanks
Planned results	<p><b>Result 1</b> - Thematic and technical expertise of ENoP members is strengthened to actively influence relevant policy areas.</p> <p><b>Result 2</b> - Coordination, governance structures and communication within ENoP are enhanced.</p> <p><b>Result 3</b> - Enhanced and deepening cooperation between ENoP and other relevant networks in the field of development cooperation and democracy support within Europe and outside of Europe.</p> <p><b>Result 4</b> - Increased knowledge about experiences of ENoP members in transition to democracy in the context of the formulation of EU democracy support policies.</p> <p><b>Result 5</b> - Strengthened awareness of the political foundations' views on relevant policy issues among EU institutions and other stakeholders.</p>
Main activities	<p><b>Activity 0</b> - Inception workshop</p> <p><b>Activity 1</b> - Working group meetings</p> <p><b>Activity 2</b> - Thematic trainings</p> <p><b>Activity 3</b> - Capacity building trainings</p> <p><b>Activity 4</b> - Public conferences</p> <p><b>Activity 5</b> - Expert policy briefings</p> <p><b>Activity 6</b> - Bilateral meetings</p> <p><b>Activity 7</b> - Political board meetings</p> <p><b>Activity 8</b> - Annual thematic meeting of ENoP members</p>

	<p><b>Activity 9</b> - Trainings of ENoP secretariat staff</p> <p><b>Activity 10</b> - Fellowship Programme (study visit)</p> <p><b>Activity 11</b> - Participation in events of other actors</p> <p><b>Activity 12</b> - Joint contributions to consultation processes</p> <p><b>Activity 13</b> - Joint activities with other organisations</p> <p><b>Activity 14</b> - Participation of CSOs and local actors from partner countries in public conferences and consultations</p> <p><b>Activity 15</b> - Programme on support to smaller non Brussels-based members of ENoP</p> <p><b>Activity 16</b> - Publications &amp; Studies</p>
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#### **4. External evaluations**

An external final evaluation shall be conducted during the final project implementation phase, between months 51 and 52 of the action. The evaluation will concentrate on the challenges of sustainability and dissemination of the results of the project and will examine the achievements and results of all of the activities.

##### **4.1 Scope of work for the final evaluation**

**The evaluation is expected to assess the following**

##### ***Substantive aspect***

The final term evaluation will be undertaken through a combination of processes including a desk study, selected site visits and interviews. The substantive aspect of the evaluation is related to the actual implementation of the project. For this part of the evaluation, it is important to look at the implementation processes and outcomes as well as the context of the action, thereby taking into account political, economic and social developments in the course of the project duration. Thus, the evaluation will assess and cover, as far as possible:

- **Priorities:** Extent to which the objectives of the development intervention are consistent with beneficiaries' requirements, country needs, global priorities and partners' and EC's policies.
- **Effectiveness:** Extent to which the development intervention's objectives were achieved, or are expected to be achieved, taking into account their relative importance.

- Efficiency: Extent to which the outputs and/or desired effects have been achieved with the lowest possible use of resources/inputs (funds, expertise, time, administrative costs, etc.).
- Sustainability: Extent to which the benefits from the development intervention continue after termination of the external intervention, or the probability that they continue in the long-term in a way that is resilient to risks.
- Impact: Positive and negative, primary and secondary long-term effects produced by a development intervention, directly or indirectly, intended or unintended.
- Coherence: Extent to which activities undertaken allow the European Commission to achieve its development policy objectives without internal contradiction or without contradiction with other Community policies. Extent to which they complement partner country's policies and other donors' interventions.
- Community value added: Extent to which the project/programme adds benefits to what would have resulted from Member States' interventions in the same context.
- Pre-set evaluation criteria for the implementation plan to match logical framework (logframe).

#### ***Procedural and organisational aspect***

- Assess the general administration of the project;
- Assess the transparency and accountability of the implementation of the project;
- Assess the roles and responsibilities and communication: in and between project partners, and between the local partners;
- Expectations and experiences that come with the given or perceived roles and responsibilities;
- Dependence/independence (building of capacities/competencies to increase independence);
- Detailed recommendations.

**Outputs:** One final evaluation report in English covering the above-mentioned contents.

### **5. Sources of information**

Project proposal, budget, inception report, interim narrative reports, activity assessment reports, logframe, training manuals, and various internal activity/monitoring reports, questionnaires, interviews with the project team, members, and relevant stakeholders.

### **6. Timeframe**

Expert will conduct final evaluation at the end of the project (May-June 2023). The expert should focus on evaluation of project achievements, dissemination of the project results, impact sustainability and overall impact of the project.

### **7. Qualifications of the evaluator and selection criteria**

- Proven professional experience in developing and implementing; M&E methodology, as well as evaluation of the project (EU and/or other

international donor projects);

- Experience in qualitative methods and analysis;
- Working experience with CSOs and/or political foundations would be considered an asset;
- Fluency in English (written and oral).

**Note:** The above experiences and qualifications will be taken into consideration for the final selection of the evaluator as well as the submitted methodology and workplan.

**8. Location:** ENoP Office and online

### **9. Date and estimated timeline**

Preferred period of the evaluation: **no earlier than May and no later than July 2023**

Following the visits and exchanges with project team, the expert should draft the evaluation report until 14 June 2023 and submit it to the Executive Director for comments. The final report should be submitted 5 working days after the provision of comments and not later than **31 July 2023**.

A detailed visiting plan and travel schedule shall be discussed and agreed upon with the Executive Director minimum three weeks before the beginning of the.

### **10. Remuneration and other compensations**

Remuneration: up to 15.000,00€ VAT incl. as per grant budget allocation

### **11. Award criteria**

The evaluation team will place an average weight of 60% to past similar experience and proposed methodology, 20% to calendar proposal and 20% price offer.

### **12. Procedure for expression of interest**

Applications in the English language should include:

- CV or team presentation (not more than 3 pages);
- Cover letter;
- Draft work plan;
- Evaluation proposal detailing the methodology and approach as appropriate;
- Contact details of 2 recent relevant references.

The deadline for submitting offers is the **1 March 2023**. Offers should be sent electronically to Aleksandra Starčević on [aleksandra.starcevic@enop.eu](mailto:aleksandra.starcevic@enop.eu)