

Terms of Reference for an External Evaluator

Deadline to submit an offer: 12th July 2023

Submit offers to sg@obessu.org



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Background and context

“HUMANNESS: EU Social Challenges and Civic Engagement for Solidarity” is an innovative transnational project between 4 European organisations ([Libera](#) - Italy, [Between](#) - Portugal, [OBESSU](#) - Belgium, [“Hope For Children” CRC Policy Center](#) - Cyprus) and the [Intercultural Development Agency](#) from Uganda, as a Partner Country, that aims to develop strategic tools and methodologies for facilitating the social inclusion and the development of competences of marginalised young people.

Through the promotion of intercultural dialogue and peer to peer exchange, the project aspires to foster opportunities of knowledge sharing related to social cohesion & development, democracy and inclusivity. Indeed, the presentation of inspiring practices among European organisations and African professionals will strengthen mutual understanding and will create opportunities for marginalised youth to play an active role within their communities.

The project targets youth workers, and the ultimate beneficiary is vulnerable youth living in difficult contexts. They will benefit from the skills and methods acquired by youth workers, whose goal is to support them and encourage active citizenship and social engagement activities. Limiting young people’s exposure to poverty in urban and rural settings will help to decrease the inequality, avoiding dangerous polarisation and radicalisation.

To achieve the project objectives, HUMANNESS strives to:

- Map youth-related practices of solidarity efforts in EU and on-EU project countries;
- Develop a Youth Community Engagement Model, setting professional guidelines at disposal of youth workers to build their capacity and foster their knowledge in the field of Active Citizenship;
- Implement the School for Active Citizenship in Uganda, a unique occasion for EU and non-EU youth workers to discuss solidarity challenges and the EU core values of civic engagement in a globalised world;
- Raise awareness on project’s key actions through a Communication Campaign in Italy, Belgium, Portugal, Cyprus and Uganda.

The project (n° 2022-1-IT03-KA220-YOU-00008960) is co-financed by the Erasmus+ programme of the European Union.

Evaluation purpose and target audience

The external evaluation is part of a bigger concept assuring the quality of the project and will allow us to monitor and assess the impact of the activities. There are two frameworks developed for the project: Quality Assurance Framework and Evaluation Framework, both very intertwined aspects of the project's success and sustainability.

While the scope of the Quality Assurance framework is to ensure that the content and the inclusivity of the project are respected in all its parts, the evaluation framework – coordinated by an external evaluator and OBESSU – aims at evaluating and analysing the impact of those actions and their co-relation to the set objectives. The idea of external evaluation is to gather perspective on the ongoing project developments and processes to gather lessons learned, new resources and critical points analysis onto which the Consortium can reflect and act.

The target audience of the evaluation includes project partners, involved staff, experts and volunteers, as well as project beneficiaries: youth workers.

Evaluation Objectives

The objective of our evaluation framework are:

- To improve the process and have a bigger impact
- To adapt the project development plan according to the needs of the consortium and the target group
- To have an impact on the decision making process of the consortium
- To guarantee efficient leadership
- To reinforce accountability, transparency and participation
- To manage the project by facts
- To learn new lessons and best scale-able and replicable best practices
- To guarantee that the ethical grounds of the project are sound
- To empower partners to improve and develop new capacities
- To guarantee a good financial and narrative report

Evaluation tasks, approach and methodology

The external evaluator(s) will evaluate, from the data provided internally and the methodology proposed by them:

- Quality of cooperation

- Quality of process
- Quality of Intellectual Outputs
- Relevance of the implementation to the project application
- Relevance to the quality assurance framework
- Impact and sustainability of the project
- Recommendations

We will be working on following concepts:

Inputs are the resources, the preliminary data, analysis and evaluation run, as well as the logical framework of the project and the project description itself. The QA Framework is also to be considered an input.

Outputs are all the produced material and resources (e.g. the research report, the youth engagement model)). For example, the Youth Community Engagement Model should be closely evaluated with the support of the Consortium.

Outcomes are the direct effect of the different project activities on the target group (or the indirect beneficiaries). They represent the change described in the objectives, the mission, the vision and the strategy of the project and are achieved by all the partners working together efficiently.

Impact is the longer term effect determined by the actions of the project. It can be intentional or unintentional and represent a chance for the sustainability of the project. The evaluation of the impact is highly dependent on the evaluation of the other elements, as it might take years before the impact becomes visible and measurable.

We expect the selected evaluator(s) to prepare a proposal for a detailed methodology, keeping in mind the approach described above. The Consultant will prepare, in collaboration with the Project Manager, a monitoring and evaluation plan that will ensure the above scope and focus is achieved.

Timing and deliverables

The following are expected deliverables, with respective timing:

- A mid-term report to be delivered in October 2023
- A final report to be delivered by end of November 2024

Evaluation team composition and required competences

We welcome proposals by individual evaluators, evaluation teams as well as organizations or consortiums.

The selected evaluator(s) shall:

- Have a full working proficiency in English (other languages of the project partner countries are an asset)
- Be familiar with and demonstrate working experience in the fields of education and social inclusion
- Demonstrate experience in evaluating Civil Society projects in the framework of European Commission's Erasmus+ Programme cooperation

Management arrangements

The party responsible for the external evaluation on behalf of all project partners is the Work Package coordinator – OBESSU. The person in charge of the coordination is:

Giuseppina Tucci

Secretary General

Giuseppina@obessu.org

Budget and payments

The budget for the external evaluation is 5.000 € gross including tax and any other financial surcharge related to the way of payment. This has to include all the fees, as well as necessary material, travel and subsistence costs related to implementation of the evaluation activities.

Subcontractors are exclusively responsible for the payment of all income and other taxes and social contributions related to or incidental to the payment of the above amounts. OBESSU is not

responsible and shall therefore not pay any remuneration, benefits of health and retirement plans.

The bidder is free to propose a budget within this price, and decide on categories and amounts that will allow to run a thorough evaluation, and produce expected deliverables.

The payments will be arranged as follows:

- 50% upon delivery of the first mid-term evaluation
- 50% by October 2024

Proposal submission

There is no defined format for the proposals.

The proposals should include following elements:

- CV(s) of the evaluator(s)
- A sample of previous work, similar in scope and approach
- An evaluation methodology with a tentative timeline
- A detailed budget

Please send your proposal to sg@obessu by 12/07/2023 at 23.59 CET

The evaluation will be carried out by a selection committee composed of the Secretary General of OBESSU, the Projects and Policy Officer of OBESSU and 2 representatives from the Consortium