

Final Evaluation – Terms of Reference and call for Expressions of Interest

Eastern Partnership Minorities Network funded by European Commission Non-State Actors and Local Authorities in Development (Development Cooperation Instrument) and Neighbourhood Civil Society Facility (European Neighbourhood and Partnership Instrument) in the Eastern Partnership countries

Deadline for application: **15 November 2015**

1. Background of the project

Minority Rights Group Europe (MRG), a Budapest-based non-governmental organisation has implemented a 3-years primarily EC-funded programme **in the Eastern Partnership (EaP) countries, especially Armenia, Azerbaijan, Belarus, Georgia, Moldova and Ukraine that aims at increased capacities and networking between minority activists and organisations.** We work with activists and civil society organisations, including ethnic, linguistic, national, religious minorities, indigenous peoples and visible minority communities. Minority Rights Group Europe has worked in partnership with ECMI, ACGRC, SAC, ACICC and MRG International.

See more about the project and Minority Rights Group [here](#)

The results originally foreseen for the project were as follows:

Specific Objective: Increased capacities and networking between minority activists and CSOs leading to their increased engagement with relevant national authorities and their strengthened role within the Eastern Partnership, enabling them to effectively participate in democratic and policy processes positively impacting development and human rights for their communities.

Result One: Enhanced capacities of and networking between CSOs working with minority communities to effectively advocate for inclusion and implementation of their human rights in the EAP region.

Result Two: Increased knowledge/awareness at the local, national and regional levels of the various development issues minority communities face and the need for their inclusion in development processes

Result Three: Increased engagement and dialogue between minority community CSOs and decision makers at various levels leads to increased commitment and collaboration to address minority rights

2. Evaluation Objectives

The objectives of the Final Evaluation are:

A. Assess the relevance, efficiency, effectiveness, sustainability and impact of the project in relation to the objectives and supporting outputs set out in 'Eastern Partnership Minorities Network' Programme Document and furthermore, provide MRGE with an opportunity for 'structured evaluative learning', with the aim of learning from the programme design and implementation processes.

B. Based on the findings of the evaluation, develop a set of suggestions and key recommendations for future and continued MRGE and MRGI activities.

C. To report to the EU and other funders on the usage of their resources in the project.

The evaluator will need to be independent of MRGE and MRGI, its donors, the project targets and participants and will need to demonstrate that no perceived or actual conflict of interests would arise during the evaluation. The evaluator will need to work within the time frames outlined below. The evaluation will need to satisfy all the requirements of the European Union and evaluation guidelines issued by them.

3. Key evaluation questions

Outcome level

Where completed as planned, did the activities contribute to the planned results? Where this was so, refer to evidence. Where not so, what factors intervened and explain how they impacted. Suggest ways that MRGE tried to overcome any problems and how successful this was (or not). Document any changes in the external environment that may have helped or hindered the project. If there were any unplanned results (positive or negative) explain what these were and how they came about. The evaluation should pay attention to and comment on the mainstreaming of gender and other forms of intersectional discrimination and cross cutting issues in the project.

Impact level

Make an assessment as to whether the results achieved are likely, over the longer term to achieve or contribute to the achievement of the specific objective of the project. If it is unlikely that all or part of the purpose will be achieved, why is this and is this something that could have been foreseen or overcome?

4. Key deliverables

1. Evaluation work plan /inception report
2. Preliminary findings (max. 5 pages) at mid-term of the evaluation period
3. Final evaluation report (max 40 pages excluding annexes)

5. Experience and Expertise required

- extensive knowledge and experience of working on minority rights, gender,
- good knowledge of the Eastern Partnership countries and their relation to the EU
- experience of comparable evaluations and strong track record of evaluations carried out on similar advocacy and capacity building projects
- familiar with and able to comply with all EU evaluation requirements
- speak, read and write both Russian and English
- experience of training, capacity building, advocacy and work with smaller NGOs in difficult contexts would also be helpful

5. Report submission, timetable and budget

The evaluator will start work before the project ends but some data will only be available after the project has closed. The evaluation should be carried out between Dec 2015 and May 2016. A draft evaluation report should be submitted no later than 30 April 2016. MRGE and partner will have 15 working days to comment on the draft. A final report must be submitted no later than 30th May 2016. On 7-9 December 2015, a final partners/beneficiaries exchange meeting will take place in Moldova or Georgia, and the evaluator should be available to attend. Visits in two programme countries to discuss the project with relevant groups and individuals are essential.

The budget for this piece of work including the evaluators' fee, all travel, communication and other costs is in the region of €6000.

6. How to apply

If you are interested in being considered for this opportunity, please send the following to zsofia.farkas@mrgmail.org by 15 November 2015.

- CV
- Cover letter – indicating relevant experience and knowledge and how you meet the candidate requirements
- Work plan including evaluation matrix, methodology, and timetable for the evaluation including provision plans for country visits mentioned likely numbers and types of peoples and groups to be contacted. These plans will be finalised in the inception report phase of the project.