Terms of Reference for External Evaluation

**This document is an open call for applications to local research companies, interested in conducting an external evaluation on the performance of KGSC.**

# 1. Objective

The aim of this exercise is to conduct an external evaluation on the performance of KGSC in implementing “Equity and gender mainstreaming across borders” Project, supported by the EU under IPA cross-border cooperation between Kosovo and "the former Yugoslav Republic of Macedonia. The purpose of the external evaluation requested is to provide an impartial assessment of the success achieved during implementation as compared to the commitments made to the donor for the Action.

# 2. Background information

**Project Goal:**

The **Overall objective** of the action is to establish a cross-border network of women organizations active in gender mainstreaming at local and regional level:

**SO1:** Empower local NGOs to forward the gender mainstreaming agenda;

**SO2:** Raise organizational capacities of local women organizations in the project covered area;

**SO3**: Technical assistance in exercising watchdog functions;

**SO4**. Improve local and national media coverage of women-related topics.

**Target groups:**

Local Women NGOs in project implementation areas (border areas between two countries);

Local and national media;

Local and national institutions.

**Main Intervention Components/Activities of the project:**

**A.1.** Inception activities

A2: Organizing Launch Event;

A3: Development of web portal in Albanian and Macedonian on women and gender issues;

A4: Annual research on women rights and gender equality in both countries;;

A5: Development of Manual for gender-related policies at EU level;

A6: Development and carrying out of five training modules with selected audience of women NGOs in the project area;

A7: Ongoing coaching and mentoring (technical assistance) for local women NGOs in the project area;

A8: Grant competition for mini cross-border projects;

A9: Regional Conferences;

A10: Conceptualizing and organizing four thematic roundtables;

A11: Closing event

# 3. Specific objectives & Purpose of this exercise

The purpose of the external evaluation is to have independent evaluation on the performance of KGSC deliveries against the projects goals and planned activities stipulated in its pledge towards the donor. The external evaluation will serve as a supplementary source of information about KGSC’s performance and the delivery of similar services to mixed target audiences in the future.

# 4. Scope of Work

The aim is to commission an external evaluation of the project. The content of the evaluation report in brief shall include but is not be limited to:

# I. Introduction - 1 pg

# II. Evaluation Methodology 1 pg

# III. Executive Summary and key recommendations - 2 pg

# IV. Evaluation of the management staff and administrative capacity – 2 pg

# V. Overall implementation on deliveries vs. Pledges- 2pg

# VI. Assessment of performance across project components: 4 pg.

# VIII. Synergy with other projects and activities – 2 pg.

# IX. Sustainability – 1 page

# X. Conclusions and Recommendations - 2 pages

# 5. Expected Results

This contractor is expected to deliver an external evaluation report in English written in about 20 – 25 pages (without annexes) in times new roman size 12.

# 6. Logistics and timing

The assignment will take place in Prishtina. The intended commencement date is 9th September, 2016 and the period of execution of the contract will be three weeks from this date, namely 1st October, 2016.

# 7. Reporting

On conclusion of the assignment contractor will provide to KGSC the following:

* 1. Evaluation Report; and
* 2. List of Interviewed people.

**Applications should include:**

The technical section should consist of the following documents:

* Organization and Research Methodology
* Biographies of the research team

Please send the required documents to **Kosovar Gender Studies Center** by  **27th of June, 2016** in this email address: qksgj\_kgsc@yahoo.com