

# Terms of Reference

## *Recruitment European Evaluator*

### *Evaluation of the project*

**“Sport Together – Strengthening Cross-Community Social Inclusion in Post-Conflict Regions”, Grant Agreement No.: AGREEMENT NUMBER — 623084-EPP-1-2020-1-AT-SPO-SCP; Project Duration: 1 Jan 2021 – 30 June 2023 (30 month)**

### **Summary**

*Appointment of an international evaluator for the execution of the evaluation of the European Commission funded project “**Sport Together – Strengthening Cross-Community Social Inclusion in Post-Conflict Regions**” according to the guidelines laid out by the European Commission.*

*The project is implemented by VIDC (AT, lead agency). Partners in the project are the Sports University of Thessaly from Greece, the football associations of Northern Ireland and the Republic of Ireland, Donegal Sports Partnership Ireland, the NGOs YIHR from Bosnia & Herzegovina and NGO Atina from Serbia, and the football club NK Zagreb 041 from Croatia.*

### **Outputs**

An evaluation report (max 30 pages, English and BCS – Bosnian/Croatian/Serbian) and executive summary (max 3 pages)

### **Delivery of the Report**

Inception Report: 30 April 2022

Final Report: 31 July 2023

### **The evaluators should meet following requirements:**

- be independent from the organisations implementing the project
- be experienced in evaluations of Awareness Raising/Advocacy/Campaigning projects or similar projects/actions in the field of sport and social inclusion
- be fluent in English and BCS (Bosnian/Croatian/Serbian) and able to write the evaluation report in decent English

### **Evaluating of the project outcomes**

An external evaluation will be commissioned that will work on central modules of the project over the entire project period.

All 5 Workstreams will be observed in the methodology of external evaluation. Taking as reference the guidance from the European Commission for the evaluation of projects, a participatory evaluation approach should be employed.

The following evaluation objectives are established:

- i) Assessment of the objectives to be achieved by the project.
- ii) Assessment of the operational objectives anticipated by the planned actions/activities.
- iii) Assessment of the added value of community involvement (impact of actions).

Regarding evaluation criteria, relevance, adequacy/effectiveness, and impact/efficiency are considered as evaluation criteria for the planned actions, with a view to the main achievements of the “Sport Together” project objectives.

For the operationalization of evaluation criteria, the following is considered:

- **Relevance of the implementation of designed actions.** The specific objectives of each Workstream action and the extent to which each one contributed to the achievement of the overall objective of the “Sport Together” project – **to strengthen social inclusion in divided communities with a focus on young people and girls and to increase participation of disadvantaged groups - in particular refugees & newly-arrived migrants and minorities - in grass-roots sport** through training, education, awareness-raising, capacity-building of sport stakeholders and cross-community youth sport interventions.
- **Adequacy and efficacy of the designed Workstream actions in achieving the desired or expected results** for each one; the extent to which each action was suited to the operational aims defined for each Workstream in particular.
- **Impact and efficiency of the “Sport Together” project results.** These evaluation criteria concern various aspects of how the resources are transformed into the intended results, and could be achieved by the assessment of resources and trainings

Proposals for an evaluation concept are asked to include the collection of the following information:

- i) Interviews among the project partners to collect data about the implementation of each phase by Workstream actions (empirical material collected, methodologies, results, outputs and recommendations; online tools, events, organisations and participants/stakeholders involved, media impact, and dissemination of information, etc);
- ii) Attendance and observation of activities and interviews with target groups, especially young people, people with migrant or minority background women, and girls and initiatives at the grassroots to feedback impact of measures and suitability
- iii) Online questionnaire survey conducted among target groups (sport clubs/migrants/initiatives at the base/participants/stakeholders) for each of the planned main events
- iv) Qualitative analysis of shared knowledge/experiences: Assessment of need in the field, research, training tools, publications to raise awareness and capacity building measures for migrant and minority women

Ensure any relevant guidance from the European Commission, including that relating to structure and content of the evaluation is followed.

**The evaluator can expect the following from the project implementing partners:**

- liaising with the evaluator initially (via Zoom, MS Teams or Skype)
- supporting the evaluator to develop a plan of action
- opportunities to be interviewed

- access to venues and local travel arrangements
- providing evidence and monitoring data
- providing contacts for interviews
- assistance in editing the final evaluation

### **Timeframe and Evaluation Tasks**

The project period runs from 1 January 2021 to 30 June 2023.

Dates will be confirmed by VIDC, the Austrian lead agency in the course of the evaluation.

<b>Date</b>	<b>M&amp;E activity</b>
Feb 2021	Outline of evaluation proposal for the project “Sport Together” Presenting the evaluation process of the project at the Kick-Off meeting of Sport Together
March 2021	Design of an evaluation questionnaire for the National Focus group Interviews
July - Aug – 2021	Design of evaluation questionnaire for the European Training Design of evaluation questionnaire for National Stakeholder Meetings
Sept 2021	Partner meeting in Belgrade, Serbia - Evaluation of partner meeting
Sept 2021	European Multiplier Training in Belgrade, Serbia - Monitoring in loco Training Programme
Oct 2021 – March 2022	Monitoring of the Youth Online Toolkit together with implementing project partners
April 2022	Evaluation Inception Report
May 2022	Design of an evaluation questionnaire and interviews for the Girls Football Festival in Vienna
July 2022	Partner meeting in Vienna, Austria - Evaluation of partner meeting
July 2022	Girls Football Festival in Vienna, Austria - Attendance and observation of activities and interviews with target groups
Aug 2020	Design of evaluation questionnaire for the European Week of Sport 2022
Sep 2022	European Week of Sport Monitoring of “Sport Together” event during the European Week of Sport (optional)
February /	Partner meeting in Sarajevo, Bosnia-Herzegovina

March 2023	Run a review workshop at “Sport Together” Final Partner Meeting
February / March 2023	Design of evaluation questionnaire for the Sport Together Networking Meeting
April / May 2023	Mini-Van Tour - Observation of activities and interviews with target groups at selected stations
till end of June 2022	Evaluation of main Intellectual Outputs
	1.1 Evaluation publication “Baseline Study”
	1.2 Evaluation “Good Practice Guide”
	2.1. Evaluation Education Manual
	2.2. Evaluation Youth Online Toolkit
	3.3. Evaluation Girl Power Video
	4.2 Evaluation Handbook on Cross-Community Youth Sport Events
	5. Evaluation of communication and PR activities
July 2023	Final Evaluation Report (approx. 30 pages)

**Honorarium: (contract work, including taxes)**

7.000 Euro. The honorarium includes individual travel and subsistence costs to attend at least 2 partner meetings or events for monitoring in loco. If necessary, additional travel and subsistence costs may be covered by VIDC, if so, then it will be reimbursed on the basis of real costs.

**Application procedures:**

Your application for this contract should include:

- two pages outlining the concept for the evaluation, how you intend to carry out the evaluation (evaluation proposal)
- a curriculum vitae

Applications should be sent by e-mail at the latest by February 22, 2021 to:

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