



An EU funded project managed by
the European Union Office in Kosovo

Implemented by : 

TERMS OF REFERENCE FOR THE EVALUATION OF THE PROJECT “WORKING TOGETHER. TOWARDS A PRODUCTIVE WORKING RELATION BETWEEN CIVIL SOCIETY AND THE AUTHORITIES IN KOSOVO. SECOND PHASE”

CiviKos Platform (www.civikos.net) is an initiative of civil society organizations in Kosovo, established to create and promote an enabling environment for cooperation of formal civil society sector and state institutions of Kosovo. Continuously growing and currently with more than 180 members organizations of civil society, CiviKos Platform is committed to deepen cooperation between member organizations, as well as public authorities and other relevant stakeholders in the development of civil society in Kosovo.

CiviKos Platform is implementing a project “Working Together. Towards a productive working relation between civil society and the authorities in Kosovo. Second Phase”, an EU funded project managed by the European Union Office in Kosovo, and co-financed by FES in Kosovo. The main objective of this project is to contribute to good governance, European integration, and a vibrant Civil Society in Kosovo through ensuring good cooperation between Civil Society and the authorities in Kosovo.

Project Objective

The **overall objective** of the project is to contribute to good governance through creating and enhancing cooperation mechanisms between civil society and public authorities at central level.

The **specific objective** is to support the implementation of the Governmental Strategy for Cooperation with civil society, through contributing to functioning of the Council for Implementation of the Governmental Strategy for Cooperation with Civil Society, application of principles of consultation and cooperation, strengthening of CiviKos Platform and promotion of the dialogue process.

Target Groups and Final Beneficiaries

The target groups of project are:

- **CiviKos Platform**, notably the CiviKos Secretariat
- **Civil Society**, in particular CSOs other than CiviKos that are engaged in cooperation with the Government. These CSOs include both CiviKos members and non-CiviKos members;
- **Government**, notably the Office of the Prime Minister / Office on Good Governance;
- **CiviKos Platform**, notably the CiviKos Secretariat
- Council for Implementation of the Governmental Strategy for cooperation with Civil Society
- Four Working Groups as per Strategic Objective of the Governmental Strategy for cooperation with Civil Society

The final beneficiaries of *Working Together - Phase II* are:



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- **Civil Society**, notably CSOs that are as yet not engaged in cooperation with the Government
- **Government**, notably those Government entities that are as yet not engaged in cooperation with Civil Society.

Purpose and criteria for the Evaluation

The purpose of this Project Evaluation will be two-fold: 1) Provide accountability for project results and use of resources; and 2) Summarize key lessons learned and propose practical recommendations. The guiding principles for the evaluation will be to balance the evaluation between assessment of the project performance and soliciting lessons learned for future project cycle management. The evaluation should focus on providing an independent assessment of project relevance/appropriateness, effectiveness, efficiency, impact and sustainability against project objectives. These criteria are understood as follows:

Relevance is concerned with assessing whether the project is in line with local needs and priorities (as well as CiviKos Platform, government and donor policies).

Effectiveness is the measure of the extent to which the project attains its objectives.

Efficiency measures the outputs - qualitative and quantitative - in relation to the inputs. It is an economic term which signifies that the project uses the least costly resources possible in order to achieve the desired results.

Sustainability is concerned with measuring whether the benefits of the project are likely to continue after donor funding is withdrawn.

Specific Objectives of the Evaluation

The specific objective of the assignment is to assess the achievements and challenges encountered in the implementation of the “Working Together. Second Phase” project, specifically the information about efficient and effective working relation initiatives between Civil Society and the Government in Kosovo; and specifically looking at the 4 (four) results of the project.

The focus would be on measuring achievements against the benchmarks, assessing whether the envisaged outputs have been achieved and the contribution of the project towards the overall objective. Based on the project log frame, the evaluation report should capture the following:

- 1) The extent to which the project outputs have been achieved taking into account the indicators given in the project document.
- 2) Develop indicators in cases where they are lacking to be used in assessing the achievements of the project so far.
- 3) Evaluate the level of contribution of the outputs towards the achievement of the expected project objectives, goal and impact.
- 4) Assess the relevance, effectiveness, and efficiency of interventions as well as, the sustainability of the results, the impact of the activities, and the degree of satisfaction of the beneficiaries as defined in the project document.
- 5) Evaluate the appropriateness of the technologies used for implementing the project and the methodologies used for implementation (contractor/local partner), with particular attention to sustainability issues;
- 6) Critically review the roles and responsibilities played by the various players and stakeholders in project implementation. The review of the roles and responsibilities should be linked to institutional mechanisms and



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implementation arrangements that were put in place to facilitate the delivery of “Working Together” project objectives.

7) Identify major external factors that influenced or impacted on the implementation of the project and evaluate their implication on future interventions.

8) Highlight lessons learned from the project and make recommendations for future policies/strategies on cooperation between the Government and the Civil Society.

Report and Presentation

An evaluation report will be written in English. The report should be concise in its findings and follow the required format. The final report will be presented and approved by CiviKos Platform by 20.11.2016.

Expected outputs/deliverables will include the following:

- ° Detailed evaluation framework/design and implementation plan agreed with the CiviKos Platform.
- ° Data collection tools.
- ° Draft evaluation report.
- ° Final evaluation report.
- ° Two hard copies of the final report and a soft copy in CD-ROM.

The consultant/company shall have:

- Extensive experience (at least 5 years) in project cycle management and/or skills and experience in completing evaluation reports.
- Solid knowledge and understanding of political and socio-economic situation in the country, as well as the activities undertaken by the public/government and CSO sector.
- Demonstrated high level of professionalism and an ability to work independently and in high pressure situations under tight deadlines.
- Excellent inter-personal communication skills including experience of facilitation and presentation.
- Full working knowledge of English, and of Albanian and/or Serbian and excellent report writing;
- CiviKos member organizations are excluded from participation at this call.

The proposal shall provide a description of the consultant/company including an outline of the consultant’s/company’s recent experience on similar undertakings. The proposal should list itemized details of costs associated with the evaluation, it should express all proposed costs in Euro.

Timeframe

Deadline for submission of your interest is on 10.10.2016 at 12:00 hrs at info@civikos.net