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TERMS OF REFERENCE

# **Evaluation of Support to the Implementation of the Kosovo Youth Action Plan (SIKYAP) Project**

**SUMMARY TABLE**

**Title:** Evaluation expert

**Activity:** Evaluation of SIKYAP Project

**Expected duration for the activity:** June-July2009 TBC?

**Duty station:** Pristina, Kosovo

**1. BACKGROUND INFORMATION OF THE PROJECT**

**1.1. General background**

Kosovo Youth faces immense challenges relating to poor education opportunities associated with a stagnant educational system, lack of skills, and a staggeringly high rate of unemployment rendering them more prone to slip into poverty and violence. This social group is required to be offered incentives and opportunities to be on an equal footing with European neighbours on the long run and to address current levels of vulnerability on the shorter-run.

This joint project by UNDP/UNV and the Ministry of Culture, Youth, Sports aimed to promote the Kosovo Youth Action Plan to the municipal level in the regions of Peja/Pec, Gjilan/Gnjilane, Mitrovica (North and South), Pristine and Prizren. It was designed to assist the process of democratisation and development through the placement of 6 National UN Volunteers in Municipal DOY for the duration of 24 months to facilitate and monitor the implementation of KYAP and the recommendations of the KHDR at the regional level. The proposed project caters to the new situation in Kosovo, where assistance has shifted from emergency response to a more developmental focus consisting in promoting systemically local capacity building and strengthening local institutions; while building on the results of previous UNV projects such as *V4P*, which supported community-based activities engaging youth and fostering inclusion, and the “*Volunteer Support to Reconstruction and Development Activities in Kosovo*”, which provided a flexible response framework for supporting volunteer contributions to reconstruction and development activities. Outstanding funds from the later project were used to place 3 NUNVs at the KYAP Secretariat where they serve as youth policy developers, supervised by the Department of Youth.

The overall activities of the project were designed to be in line with KYAP policy objectives emphasizing and adopting an integrated approach to the social and economic integration and voluntarily participation of young people in local development.

The project aimed to (1) support youth-involving NGOs/ CBOs through building their capacity in terms of problem identification, dialogue, proposal of realistic solutions, lobbying for the implementation of KYAP and community mobilization, as well as to (2) raise awareness and strengthen the capacity of regional municipal DOY to take the lead in following up and monitoring the implementation of KYAP and its local translation after the completion of the project. The project will create a model for youth participation in development activities, provide an opportunity to disseminate KHDR recommendations to regional/ municipal departments and local youth and promote an inclusive dialogue among different concerned stakeholders.

**2. OBJECTIVES OF THE EXTERNAL EVALUATION**

The overall objective of the evaluation is to evaluate the outcomes and the final impact of the project, as well as to determine its weaknesses and success stories for the entire project period. It also makes cost benefit analysis, assesses the relevance of the project, and proposes options with recommendations as to a next phase of the project, if deemed necessary, and post project period.

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3. **ISSUES TO BE STUDIED**

1. *Impact*

* Assess overall impact of the project on infrastructure for facilitating the implementation of KYAP at regional and local level (e.g., capacity of regional and municipal DoY, youth-involving NGOs/CBOs)
* Assess overall impact of the project on linkages and networking among municipal Youth Offices, youth CSOs and CBOs
* Assess overall impact of the project on the awareness at regional and local levels on social inclusion of youth and youth mobilisation.

*b) Relevance*

* Review Project design with current youth situation in Kosovo,
* Check relevance of the activities to the KYAP and MCYS strategies on youth empowerment and participation.
* Review whether the project concept has influenced municipal level policy making;
* Critically appraise the cooperation; coordination and efficiencies achieved through the close cooperation with regional and municipal DoY.
* Take into account the opinion of the agents concerned by the project, e.g., regional and municipal DoY and MCYS, local youth-involving NGOs/CBOs, and the youth.

The evaluator is required to make a set of recommendations on how impact can be enhanced in future;

**5. METHODOLOGY**

**a. Desk Phase**

UNDP/UNV will provide electronically the expert with a maximum number of relevant documents. The expert will study the documents as a preparation for this assignment.

**b. Field visits**

Site visit will be organized to project locations with interviews (individual and group) to develop further intelligence on project operations, management, decision-making and implementation arrangements in order to identify relevance of the project. Field visits will additionally include interviews with Department of Youth in the Ministry of Culture, Youth and Sports officials and implemented projects youth groups around targeted municipalities. UNDP/UNV Staff will assist in the organisational aspects of the field visits.

**c. Reporting**

Based on desk review and field visit the evaluator will produce a report to UNDP/UNV.

**6. SCOPE OF THE WORK**

In the course of achieving this objective and delivering this output, the Evaluator will undertake:

**1) Desk Phase** (Day 1)

* Comprehensive desk review of various sources, relevant publications, research papers, etc;

**3) Field visits** (Day 2-3-4)

* + Fieldwork in Kosovo: discussions with key national and international interlocutors and stakeholders and UNDP;
  + Field visits will be made to:
  + Mitrovica North
  + Mitrovica South
  + Gjilan.Gnjilane
  + Pristina
  + Peja/Pec
  + Prizren

**5) Final report draft/key finding presentation to the key stakeholders including MCYS, Regional DOY, GTZ, UNICEF etc (**Day 5**)**

A final report will be prepared by the evaluator one week after the feedback and second payment will be done accordingly.

Report Structure should be in line with the Standards for Evaluation for the UN system (attached) and should contain:

1. Executive summary
2. Introduction
3. Methodology
4. Assessment
5. Conclusions and Recommendations

The report will be no more than 15 pages in length. Annexes may be added.

Report should be made available in English.

**6. MANAGEMENT OF THE ASSIGNMENT**

The overall responsibility for managing the evaluation will be with the UNDP/UNV. SIKYAP/UNDP/UNV will provide support to the evaluator by organising meetings with key partners and will work closely with the expert to provide required information.

**Evaluation: transparency and learning**

It is important that the evaluator consider the evaluation as a learning and capacity building exercise in itself. They will provide feedback to all those who will contribute to the evaluation (UNDP/UNV-SIKYAP, other stakeholders, MCYS, etc). This may not necessarily entail detailed information meetings but sufficient for stakeholders to know that the project is for local learning and not simply a bureaucratic/technical exercise associated with donor supported initiatives.

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| **7. EXPERTISE REQUIRED** |

International expert will be contracted. The expert will be totally independent and will not have been involved in any way with the SIKYAP project.

**Requirements for the evaluator**

* University degrees at the post-graduate level in at least one of the following: social science, development studies, or public administration;
* 10 years work experience in programme project evaluation;
* Familiarity in youth issues and/or local knowledge will be an asset;
* Excellent English language skills, both written and spoken
* Good analytical and report writing skills;
* Good communication skills;
* Knowledge, understanding, and experience of UNDP/UNV activities;