

Terms of Reference:

Evaluation of democracy projects in Bosnia and Hercegovina and Albania, implemented by the Olof Palme International Center and the Kalevi Sorsa Foundation

December 2022

1. Background

The Olof Palme International Center (Palme Center) with its 27 member organisations, constitute an active hub of the Swedish labour movement's international work articulated through trade union, political party, and civil society organisations. These organisations represent more than one hundred years of experience of promoting political and civic

engagement, democratisation, and poverty reduction. Through our development partnerships, we seek to empower people to change their own lives. The Palme Center has its main office in Stockholm and several local offices.

Political parties are an indispensable part of a functioning representative democracy. Politics is a tool for resolving conflicts of interest without violence. With a democratic political system, violence and reprisals are replaced by political dialogue and negotiations. Political participation, party political organisation and grassroots influence are prerequisites for functioning political parties that can fight poverty and strengthen democracy and people's power and influence.

Political parties are key actors in trying to counter contemporary societal challenges, as potential key drivers of a development that is permeated by the ideas of equality and sustainability. Supporting political parties in the development of their organisations, their internal democracy, as well as contributing to their policy development and encouraging strategic alliances lies at the heart of our theory of change.

Within the framework of the Swedish Strategy for special democracy support through Swedish party-affiliated organizations), the Palme Center, as the affiliated organization to the Social Democratic Party, leads a programme in the Western Balkans together with the Centre Party International Foundation. The Programme is implemented in Bosnia and Herzegovina, Serbia, Kosovo, Albania and North Macedonia as well as regionally. The programme goal is that *Liberal and Social Democratic sister parties in the Western Balkans represent progressive political alternatives, and thereby strengthen the political diversity as well as cooperation in the region.*

Kalevi Sorsa Foundation (KSF) is a Finnish social democratic think tank established in 2005. Kalevi Sorsa Foundation's aim is to encourage public debate that promotes equality and democracy. KSF produces relevant information for public debate, policy preparations and political decision-making, by organising debates, seminars and through its own research and publications.

KSF's Project Supporting Democracy in the Western Balkans – Progress and Bridges 2019–2021 is a development cooperation project funded by the MFA of Finland. Its implementation is done together with KSF's Western Balkan partner organisations. The project cycle is its first one, but KSF has had development cooperation projects in the region since 2008.

The project promotes democracy, stability, and social-political dialogue in the Western Balkans. The Project is being implemented in Albania, Bosnia and Herzegovina and North Macedonia. The long-term goal of the project is that democracy has been strengthened, and stability increased in the Western Balkan region.

The project has two elements, the first being educating young politicians and civil society activists, so called "future leaders" in political academies in Albania, Bosnia-Herzegovina and North Macedonia. The academies increase the knowledge, know-how and culture of democratic governance among the young generation.

The second element is strengthening the regional cooperation of Western Balkan think tanks. by arranging capacity building and capacity sharing seminars to facilitate the sharing of best practices from country to country. Political think tanks are a crucial bridge between the political sphere and wider civil society and provide political education. Therefore, strong, well capacitated, and critically thinking politically think tanks are vital part of vibrant and functioning democracy.

Whereas Palme Center main interlocutors are the political parties and Kalevi Sorsa Foundation's operate from the CSO side, there are important areas which converge – such as

the political academies. Within the framework of Palme Center's and Kalevi Sorsa Foundations Programmes in the Western Balkans, there is therefore close coordination and joint activities supported with our mutual partner organisations for increased synergies, donor-harmonization and effects.

2. Description of the joint activities for Evaluation

1. Gender Academy in Bosnia and Herzegovina

The Gender Academy implemented together with Palme Center's and Kalevi Sorsa Foundation mutual partner organisation Forum of the Left Initiative consists of 7 modules, with the overall objective of building capacity of women and strengthen their position of influence within both parties' and CSO's, internal decision-making procedures as well as in society general in order to ensure efficient and effective gender issues mainstreaming.

The Gender Equality Academy covers the following topics: democratic processes and the position of women in politics, institutional and legal framework for gender equality, women on labor market, health, parenthood, childcare, protection of elderly people and disabled people, women-peace and security, and women-political skills.

2. Political Academies in Albania and Bosnia-Herzegovina

In Albania as well as in BiH, Palme Center and Kalevi Sorsa together supports the respective Political Academy for Social Democracy implemented by Qemal Stafa Foundation in Albania and by Forum of Left Initiative in BiH. The Political Academy for Social Democracy is an educational project designed as an academic course and training. The main purpose of the Academy is to educate and train individuals who with their everyday activities shape the political decisions and actions in Albania, and Bosnia-Herzegovina.

Both respective academies aims to provide a platform to active and future politicians in Albania and BiH to receive a broad political education in the social-democratic ideology and values. It further covers themes such as the political systems of their countries, the relation to the EU, party organization and management. In addition, social democratic topics of just economic policies, social care and common welfare are included, as well as inter-ethnic relations and integration. All serving to promote a democratic and open society of equal opportunities for all.

One Academy consists of 4-5 weekend modules, and every module consist of presentations (lectures and exercises) and debates on current political issues.

Target group of the Political Academy are individuals from 21 to 30 years of age. The participants come from different background, including 1) Members of the political parties 2) activists of NGOs, 3) actors from the trade unions, and 4) individuals with no organizational background.

3. Evaluation Purpose and Objectives

The purpose of the evaluation is to assess the jointly supported activities by Olof Palme International Center and Kalevi Sorsa Foundation in Albania as well as Bosnia and Herzegovina. The evaluation will thus focus particularly on assessing the outcomes and impact

of the gender academy in Bosnia Herzegovina implemented by FLI and the respective political academies implemented by FLI and Qemal Stafa Foundation in Albania.

The evaluation should be done using OECD DAC evaluation criteria. It should thus contribute to Olof Palme International Center's and Kalevi Sorsa Foundation's evidence and knowledge based assessment of the projects in order to provide insights about the impact and learnings of the projects to provide recommendations for our future planning. In addition, the findings of the evaluation will long-term be valuable to both internal stakeholders, as our partners in the respective countries, as well as the Ministry for Foreign Affairs of Finland and SIDA.

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5.2 Specific Objectives

The specific objectives of the evaluation are following;

- To assess the joint activities in terms of relevance, coherence, effectiveness, efficiency, impact and sustainability
- To assess the joint cooperation between OPIC and KSF
- To assess the added value for our partner organisations of this kind of donor harmonization and broader cooperation
- Document key challenges and lessons learnt and provide practical recommendations that can be utilized for future planning.

5.3 Evaluation questions

The following evaluation questions are expected to be assessed and analyzed during the evaluation regarding relevance, coherence, effectiveness, efficiency, impact and sustainability.

Relevance	<ul style="list-style-type: none"> • Are the outputs of the activities relevant in reaching the expected outcomes?
Coherence	<ul style="list-style-type: none"> • What is the added value of the cooperation between OPIC and KSF for the partner organisations? What can be improved? Are there needs for amendments or changes?
Effectiveness	<ul style="list-style-type: none"> • Are the joint activities making progress towards the outcomes and key impacts? • How could the effectiveness be increased in the next project cycles and future activities?
Efficiency	<ul style="list-style-type: none"> • How well are the joint activities using the available resources for implementing various planned activities to achieve results in terms of quantity, quality and timeliness? • How resourced are the partner organizations in their ability to participate in national and regional societal and political debates? How could these resources be increased?
Impact	<ul style="list-style-type: none"> • What are the intended and unintended, short- and long-term, positive and negative impacts of the joint activities? • What kind of impact have the Political Academies on the participants, the organisations and assessed effect long-term for society?
Sustainability	<ul style="list-style-type: none"> • How could the sustainability of the joint activities be increased? • What are the prerequisites of a sustainable exit strategy for the project(s)?

The evaluation should not be limited to these questions only and the consultant can propose other issues that should be covered in the evaluation. Emerging issues to be addressed might be raised during evaluation as well.

6. Evaluation Methodology

The evaluation is proposed to be conducted using mix-methods including document review and online interviews.

The evaluation should adhere to evaluation principles and other relevant guidance of the Ministry for Foreign Affairs of Sweden and Ministry for Foreign Affairs of Finland.

The following research methods are suggested to be utilized for the evaluation. The consultant/team is encouraged to propose methods suitable for him/her/they.

(a) Document Review

The evaluation should include a review of key documents relevant to the evaluation that will include project documents, applications and annual reports, to respective undersigned as well as respective authorities, and any other available relevant secondary sources as deemed necessary by the consultant.

(b) Key informant interviews with stakeholders

The evaluation should focus on the target groups (participants over the programme periods) and relevant representatives from the partner organisations primarily. Other key informants would include selected staff of Palme Center. If feasible, representatives from the political parties, civil society organisations, and communities can be interviewed as well.

7. Timetable

The Evaluation should be conducted **between December and January**.

- **December 12 application**
- **December 14** Signing the contract and start of the assignment
- **December 15-20 document review**
- **December 20** Inception report presentation
- **December 22**

- **January 15** first Draft
- **January 27** Final report

8. Expected Products

- Inception report including a detailed methodology after signing off contract
- The methodology is open for suggestions from the evaluator. It might include any of the method below:
- **Desk study**
Review of programme documents: applications, activity plans, reports etc.

- **Semi-structured interviews with programme managers at the Palme Center, Kalevi Sorsa Foundation and implementing partners**
Interviews with Palme Center's and Kalevi Sorsa Foundation's staff or implementing partners that are working with the programmes and implementing educational activities.
- **Semi-structured interviews with participants**
Interviews with political party representatives that have participated in educational activities.
- **Semi-structures interviews with key persons at the political parties**
Interviews with a selection of key persons at the leadership of the political parties.
- **Observations**
Participation as observer in educational activities, if relevant and suitable.
- The assignment starts with the signing of the contract and ends with the delivery of the evaluation report and a presentation of the findings.

An estimation is that a total of 5 weeks of work, including the preparatory reading and presentation of the final report, will be needed.

An inception report is expected from the evaluator on the 20th of December. The inception report should present a detailed analytical framework, methodology and work plan. The Palme Center and Kalevi Sorsa Foundation shall approve the inception report before first installment.

The Palme Center and Kalevi Sorsa Foundation will request a first draft of the evaluation report on the 15st of January 2023 and will provide comments on the draft within 5 working days.

- The deadline for the final version of the evaluation report, and the presentation of findings, is on the 27th of January 2023.

9. Budget

The budget and remuneration for the assignment will be according to the winning bid but cannot exceed 160 000 SEK.

o First payment: 50% after approved Inception report.

o Second payment: 50% after the approval of the final report and upon receiving an invoice from the consultant.

10. Skills and qualifications required for the Evaluation team

Required

The consultant/team should have experience and/or knowledge in the following fields:

- Project evaluation and planning in the field of development cooperation;

- Relevant experience in democracy support, political party work and of the Western Balkan region
- Disability inclusion and gender and their integration in planning, implementation, monitoring and evaluation;
- Quality assurance in accordance to the quality assurance approach proposed in the tender.

Meriting:

- Documented theoretical and practical experiences with evaluations of international development cooperation, and practical experience of the human rights-based approach.
- Knowledge about the contexts of the programme countries.
- Have relevant theoretical knowledge/have worked practically with the areas of work of the Palme Center and its partner organisations.
- A cost effective and affordable tender

Tenders

Tenders shall be submitted via email to no later than 12 December

The bid must include suggested outline, methodology proposal and time plan, curriculum vitae for members of the evaluation team and their respective roles in the assignment, details of previous experience in the field, references (names and contact information) procedures for quality assurance and budget.

The budget should include all costs related to the evaluation such as interpretation and possible field visits, including VAT.

We reserve the right not to accept any of the bids received.

For questions, contact Jelena Simic or Jonas Andersson

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