

## **CONSULTANCY ENNHRI EXTERNAL EVALUATION 2017**

### **Terms of Reference**

**SUBMISSION DEADLINE: 9H00, Tuesday 7 February 2017**

The [European Network of National Human Rights Institutions](#) (ENNHRI) seeks an external consultant to undertake an evaluation of ENNHRI's work.

The external evaluation will be an essential component of ENNHRI's reporting package to the European Commission, its core funder. Furthermore, ENNHRI is entering in a process of strategic planning and will adopt a new strategic plan in 2018. In this context, an external evaluation is essential for ENNHRI, to take stock of ENNHRI's work and provide an opportunity for its members and relevant stakeholders to feed into its strategic planning process.

Accordingly, ENNHRI is looking for an experienced evaluator to review the overall development of ENNHRI, building on insights gathered through exchanges with ENNHRI members and stakeholders.

#### **1. Background**

ENNHRI is an international membership organisation, which recently established a Permanent Secretariat in Brussels, bringing together [National Human Rights Institutions](#) (NHRIs) from across the wider European region. You can find [here](#) a full list of the members. NHRIs are state funded institutions, independent of government, with a broad legislative or constitutional mandate to promote and protect human rights. They are accredited by reference to the UN Paris Principles to ensure their independence, plurality, impartiality and effectiveness.

ENNHRI's Permanent Secretariat assists in the establishment and accreditation of European NHRIs, coordinates the exchange of information and best practices among its members, facilitates capacity building and training, engages with international and regional mechanisms for protection and promotion of human rights and intervenes on legal and policy developments in Europe.

For more background information, please refer to: [www.ENNHRI.org](http://www.ENNHRI.org)

## **2. Objectives**

ENNHRI's current Strategic Plan runs from 2014 to 2017. Therefore, ENNHRI will undertake a strategic planning process in 2017 to adopt a new strategic planning beginning in 2018. ENNHRI is thus seeking an external consultant to take stock and plan for the future, with an independent and objective approach to encourage candid responses. Both ENNHRI members and external stakeholders will be included in this process.

This piece of work will evaluate ENNHRI's work under the Framework Partnership with the European Commission DJ JUST, and will be an essential piece of the reporting ENNHRI will provide to DJ JUST.

For more background on the ENNHRI 2014-2017 strategic planning process, please refer to the following:

- [Report on 2013 Strategic Planning Survey to Membership](#)
- [ENNHRI Strategic Plan 2014-2017](#)
- ENNHRI's Annual Operational Plans for [2015](#), [2016](#) and [2017](#)
- [ENNHRI Statutes](#)

## **3. Tasks**

- Agree with ENNHRI a list of questions and stakeholders
- Carry out web-based evaluation surveys for members and selected stakeholders
- Structured telephone interviews with some members and/or stakeholders
- Make recommendations for the future organisational development and effectiveness of ENNHRI
- Report on the conclusions of the evaluation

## **4. Deliverables**

- Telephone and/or in person consultations with ENNHRI Secretariat, and primarily ENNHRI's Secretary General
- A list of proposed questions for the evaluation surveys, along with proposed recipients, taking into account a Strategic Planning Survey sent to the membership in 2013
- Structured phone interviews with some ENNHRI members and/or stakeholders
- A draft report for comment and final report including:
  - An evaluation of ENNHRI's work, with comparison of data received for the last strategic planning; and

- Recommendations for the future organisational development and effectiveness of ENNHRI and its Secretariat

## **5. Timeline**

All deliverables to be completed by the week of 20 March 2017. An estimated average of 10 working days should be sufficient to complete the evaluation.

## **6. Qualifications**

- Track record in providing consultancy and organisation evaluations
- Experience of working with organisations that are active on human rights in Europe, and especially networks and umbrella organisations
- Experience of working with organisations receiving funds from the European Commission
- Knowledge and/or experience of NHRIs would be highly appreciated
- Excellent English skills
- Cultural sensitivity and experience in working in an international context

## **7. Submission of Proposals**

The call for proposals runs to 7 February 2017. The proposal should include:

- A CV;
- A presentation of working methods and the methodology proposed to carry out the evaluation, along with a list of proposed actions and their expected results;
- A proposed timelines including each of these actions;
- A proposed budget; and
- References to relevant previous work

The proposal should be submitted by 9H00 Tuesday 7 February 2017 to Zoé Vautard, Junior Development Officer, at [Zoe.Vautard@ENNHRI.org](mailto:Zoe.Vautard@ENNHRI.org). The email title should read "ENNHRI Evaluation Proposal 2017".

Applicants will be informed of the result of their application as soon as possible following to the deadline for submission.

## **8. Further Information**

For further information, please contact Zoé Vautard, Junior Development Officer at [Zoe.Vautard@ENNHRI.org](mailto:Zoe.Vautard@ENNHRI.org).