

## **Joint Evaluation of Implementing the Paris Declaration Guidance for Management of Development Partner HQ Level Evaluations**

For reasons similar to those applying at the country level evaluations, agencies participating in this exercise would need to be self-selected. The central argument for evaluating the follow-up to the Paris Declaration at the level of individual Development Partners is that various Development Partners appear to be interpreting and implementing the Paris Declaration commitments in different ways – and the reasons behind this differentiation need to be investigated and discussed.

### **National Evaluation Coordinator**

Each evaluation should be led by the agency's evaluation department or by an independent body which will act as the National Evaluation Coordinator and be supported by a reference/advisory group, which should preferably include representatives of an interested partner country. It is recommended, that Donor/Partner representation in reference/advisory groups is reciprocal (e.g. Danida's Evaluation Department invites Vietnam to join the Danish advisory group and Vietnam invites Danida's Evaluation Department to join the Vietnamese reference/advisory group).

The National Evaluation Coordinator will be responsible for initiating, facilitating and managing the Development Partner level evaluation as well as for providing feedback to overall management and reference group. He/she will:

- Act as focal point for contact to the overall management and reference group for the evaluation.
- Establish a reference group comprising national stakeholders (Including civil society and Development Partners).
- Develop specific ToR for the development partner level evaluation in consultation with in-country reference group and the overall Evaluation Management group.
- Appoint consultants for the development partner level evaluation (following consultations with the reference/advisory group).
- Sign off on development partner level evaluation report (i.e. approve after consultation with reference/advisory group) prior to payment of consultants.
- Submit development partner level evaluation report to the overall management group for issuing and publishing.

### **Reference/advisory group**

The reference/advisory group should include major stakeholders from government, civil society, preferably at least one partner country representative and possibly academia. The purpose of this group is to ensure stakeholders' buy-in to the evaluation process and results and to assure the independence of the evaluation.

### **Development of specific Development Partner HQ level ToR**

The common evaluation framework and Model Terms of Reference provide a core set of questions that should be incorporated into all development partner level evaluations; development partner level evaluations can go beyond the core questions to identify local evaluation questions of relevance to the development partner. Thus major efforts should be made to adapt the common framework in ways that suit development partner-specific circumstances, so that agency learning needs are met as fully as possible.

Based on the Model Terms of Reference Development Partner-specific ToR will be developed by the National Evaluation Coordinator. Inspiration can be found in Annexes 1A-1E to the original TOR (You can access all documents about the Evaluation of the Paris Declaration on the DAC Evaluation Network **restricted website** by clicking on: [www.oecd.org/dac/evaluationnetwork](http://www.oecd.org/dac/evaluationnetwork) and then click on **Members Site** in the lower right hand corner. login: **dacevaluation**, password: **evaluation**, then click on **Evaluation of the Paris Declaration**.

The development partner-specific ToR should be elaborated with due regard to information available from the baseline survey and other studies/evaluations completed or near completion.

The evaluation work should largely involve a review of documents (policy documents, instructions, guidelines, annual plans) supplemented by a questionnaire survey focused on the embassies / country offices located in the 10 countries which have volunteered to conduct a partner country level evaluations. This type of data collection will need to be supplemented by structured interviews with key respondents at HQ level.

In terms of geographical focus, it is recommended that the development partner HQ evaluation focus on their support to field offices in those of the 10 partner countries volunteering for country evaluations in which the development partner is active. This will not only be cost-efficient in terms of eliminating/reducing the need for conduct of fieldwork. It also allows for a more in-depth evaluation as the country evaluations encompass the utility of donor and partner behaviour as well as the utility of the Paris Declaration. The 10 countries to be evaluated are: Bangladesh, Bolivia, Mali, the Philippines Senegal, South Africa, Sri Lanka, Uganda, Vietnam and Zambia.

Development partners may consider conducting a field level investigation in the event they have no representation in a sufficient number of countries in which partner country level evaluations will be conducted.

### **Financing Development Partner Level Evaluations**

Each Development Partner level evaluation is estimated at USD 130,000. This does not include cost of possible fieldwork in partner countries. The development partner level evaluations should be financed by the development partner concerned.

### **Selection of independent evaluation teams**

The success of an evaluation depends on the composition of the evaluation team and the competence and personal abilities of the team members. This applies in particular to the team leader who should be the one concerned with the overall perspective, able to organise and co-ordinate the work of the team members, assess the quality and relevance of their contributions and act as a spokesperson for the team.

Members of the evaluation team are selected to represent relevant professional areas, reflect gender balance and should include international professional expertise. It is recommended that at least one team member should be from a partner country.

To safeguard impartiality, members of the evaluation team should not have been personally involved in the activities to be evaluated; as well, companies/organisations conducting evaluations should not have been involved in the preparation or implementation of those activities. In the case

of the Paris Declaration this may be a difficult requirement to meet for national experts/companies. It is therefore recommended to combine national with regional or international experts.

**Quality Control**

The National Evaluation Coordinator is responsible for assuring that the evaluation is of acceptable quality.

Relevant national, regional or international Evaluation Quality Standards (e.g. the DAC or UNEG Evaluation Quality Standards) should apply.