

Terms of Reference: Consultant or a team of consultants

For the final external evaluation of the project “Promoting Rights, Inclusiveness, Dignity and Equality for LGBTQI+ in Albania and Kosovo (PRIDE++)

IRES Europe (doing business as and hereinafter referred to as ERIM) is currently recruiting an experienced monitoring and evaluation expert with experience in assessing human rights projects, including projects supporting and promoting LGBTQI+ rights.

1. CONTEXT

About ERIM: ERIM is a French NGO based in Lyon whose action contributes to the implementation or maintenance of peaceful, democratic, just, and sustainable societies in which individuals have equal rights, access to plural and independent information and take part in the construction of the future in which they wish to live.

ERIM works to promote and defend human rights, independent media, and civil society, as well as the development of critical thinking to allow everyone to make informed decisions and claim their rights.

Project: This mission is part of the PRIDE ++ project (Promoting Rights, Inclusiveness, Dignity and Equality for LGBTQI+ in Albania and Kosovo co-funded by the Agence Française de Développement and the European Union.

Project duration: The project started on:

- 01/03/2023 – 30/06/2026 for the Agence Française de Développement (AFD)
- 01/01/2024 – 30/06/2026 for the European Union (EU)

Budget: 700 595 EUR.

Location: Albania and Kosovo

Donors: The European Union and the Agence Française de Développement

Partners: ERIM (the applicant) in partnership with Alliance Against LGBT Discrimination (Aleanca LGBT), Streha and CEL Kosova.

General objective: To strengthen the role of grassroots civil society organisations' (CSOs) in promoting the acceptance, inclusion, and protection of the LGBTQI+ minority in Albania, with a particular focus on providing anti-burnout support to activists, protecting at-risk LGBTQI+ youth and promoting respect for the fundamental rights of the LGBTQI+ community.

Specific Objectives:

- SO.1 - "**Strengthening LGBTQI+ Organisations**" - Activists and partner LGBTQI+ CSOs in Albania gain professional skills and benefit from personalised mental health support which enables them to work more efficiently and deal more effectively with the challenges linked to their mission.
- SO.2 - "**Protection and Integration**" - Members of the LGBTQI+ community have improved access to basic psychosocial services and job opportunities enabling them to be more autonomous.
- SO.3 - "**Awareness and Advocacy**" - The rights of, and a more positive image of the LGBTQI+ community are promoted through broad online and offline awareness and advocacy campaigns.

2. DESCRIPTION OF THE ASSIGNMENT

The capitalisation and evaluation are two distinct processes and while interrelated to each other, they should not be mixed. One report will be submitted highlighting both processes.

The capitalisation will focus on specific experience(s) that the consultant and project team will deem interesting to capitalise on. It will directly involve project staffs and those having lived the experience, it will aim to explain in detail what steps were taken during an intervention, how they were taken and why the intervention did or did not achieve the planned results and objectives. It will seek to underline the lessons learned, best practices and recommendations of a particular experience(s). The capitalization process will look to give recommendations that are more focused and less numerous than those found in an evaluation.

The evaluation, on the other hand will look to analyse if the project's results and objectives have been achieved and assess strategy and practice based on the above cited criteria.

Objectives of the external evaluation and capitalisation

The external evaluation process aims to analyse the project's implementation, results, and effects while drawing practical lessons to inform future actions through the capitalization on previous experiences. It will reflect critically on what has been achieved, how and why certain outcomes occurred, and what can be improved or replicated in similar contexts – potentially future phases.

The capitalisation will be a critical reflection on what has been done with the intervention, experience learning, identification and production of lessons learned, best practices, and recommendations based on a particular experience. All in all, it will contribute to the overall learning process of ERIM, its partners and for other stakeholders considering a possible project extension or replication in another context.

The capitalisation process will aim to answer the following questions regarding specific or multiple experiences within the project:

- **What happened?** In other words, it will focus on describing the final positive and negative outputs or results of our experience.
- **How did these things happen?** This question implies to reconstruct in detail the steps that were taken that determined the outcome of the experience?
- **Why did these things happen?** Focus on describing how the internal and external factors influenced the course of events. It will need to go beyond this explanation and try to highlight the components of the experience that had a negative impact on the outputs or results, the elements that were most successful, and any kinds of recommendations that are needed for future interventions. In order to assure that these elements are taken into consideration the questions below must also be answered?
- **What kind of lessons are learnt from the experience?** Highlights mistakes that were made or incorrect choices that had a negative influence on the outcome.
- **What are the best practices from this experience?** Need to assess and decide what methods, techniques etc. had a positive influence of the outcome of the experience.
- **What kind of recommendations do we have for future interventions?** Here, it should consider the advices that can be offer to those participating in future experiences.
- **How the project interacted with cross-cutting issues (gender, environment, and youth)?** Here, it should be looked at how the AFD Toolbox on intersectional issues on gender, environment and youth was considered for the implementation of the activities.

For the evaluation part it will analyse the relevance, outputs, outcomes, and impact of the project in response to the projects' objectives and targets as well as its sustainability. The evaluation report should include an assessment of the project impact, potential sustainability, as well as propose operational and strategic recommendations to ERIM and its partners for them to improve implementation and impact of current and future projects with similar objectives in Albania and Kosovo. The evaluation of the project should consider the following criteria: Relevance, Efficiency, Effectiveness, Impact, Coherence and Viability / Sustainability¹.

Findings will be shared with ERIM and its partners through a concise report and a restitution session to discuss lessons, practices, and recommendations for future initiatives.

¹ <https://www.oecd.org/fr/cad/evaluation/criteres-cad-evaluation.htm>

Relevance:

- Evaluate the coherence and relevance of the project design and objectives.
- Establish the extent to which the project has achieved the expected results and objectives.
- Analyze to what extent the project responds to the context, needs and priorities of the target groups.

Effectiveness:

- Analyze the achievements of the project objectives and results considering its logical framework.
- Check whether the collaboration and coordination between project partners and stakeholders have been effective, and to what extent the beneficiaries and target groups have been involved in the different processes and activities.
- Analyze any changes in the context that influenced the achievement of the objectives and how they were considered by the project's partners.
- Determine what were the unexpected direct or indirect effects of the project.
- What political, institutional, administrative, or organizational obstacles impeded implementation of the project, and to what extent and how were these obstacles overcome? How might these obstacles be avoided in the future?

Efficiency:

- Assess the quality of day-to-day management (operational planning and implementation; coordination, information management, reporting) and the extent to which stakeholders have been kept properly informed of the project activities.
- Evaluate the effectiveness of the management of project resources (budget, expertise, time, etc.) and how they could have been used in a more optimized way.

Impact:

- Analyze the degree of achievement of the project impact indicators.
- Analyze the effects and results of the project on the beneficiaries and target groups, including results not initially foreseen, both positive and negative.
- Evaluate the effects of the project on the capacity building of civil society in Albania and Kosovo.

Durability:

- Analyze to what extent the effects and results of the project are likely to last beyond its implementation period.

Coherence:

- Analyze the (external) coherence of the project/activities with current efforts by CSOs in the target countries / region.
- Analyze the (internal) coherence of the project/activities with the partners missions and policies.

Sustainability:

- Which factors put in place by the project ensure the sustainability of the expected project outcomes?
- What more could be done to promote sustainability?
- Identify the actions undertaken or to be implemented to ensure the political, institutional, and financial sustainability of the project.
- Collect lessons learned and good practices and express recommendations for the partners and stakeholders.

Cross-cutting issues:

Analyze to what extent inclusion of vulnerable groups have been considered during the implementation of the project. The final evaluation will cover the entire project implementation period up to the time of the evaluation.

After answering these and elaborating the report, the findings will be shared with ERIM, and its partners, and any other relevant stakeholders through the **publication and dissemination of these results**. The support to do so will be discussed and agreed with ERIM, but it is most likely going to take the form of a internal or external restitution of the results with the support of, at minima, PPT presentation.

Methodology

The evaluation should include desk research, interviews and writing of draft and final report:

- Desk research: should include a review of all the materials and documentation developed within the project, the reports of the events organised, etc. The consultant should collect all quantitative data from the logframe (list of activities, number of participants, number of supports, etc.).
- Interviews: The consultant should carry out a sufficient and representative number of interviews and any other methodological tool that the expert(s) consider relevant for evaluating the impact of the project with all project partners (remote meetings with ERIM team based in Lyon is sufficient, but face-to-face interviews will be mandatory in Albania and Kosovo) as well as with representatives of the target groups, with the representatives of the European Commission, AFD, and any other relevant stakeholder. The consultant is expected to travel to Albania and Kosovo in order to interview the project target groups and beneficiaries.

Required Outputs

Evaluation Report: The consultant will produce a single comprehensive report including capitalisation and evaluation in English (approximately 40-50 pages) integrating both analytical and learning dimensions. The report will include a table of contents, brief introduction, objectives and methodology, observations, lessons learned, capitalisation findings, conclusions, and a list of focused recommendations, as well as relevant annexes (e.g. list of persons interviewed, acronyms, terms of reference, methodology, calendar, etc.).

The report will provide a critical analysis of the project's implementation, results, and effects, highlighting key experiences, lessons learned, capitalisation and good practices. It will assess how and why results were achieved, what factors influenced success or limitations, and what improvements or approaches could strengthen future interventions.

Findings will be discussed and validated with ERIM and its partners through a restitution session to share lessons, practices, and recommendations for future initiatives.

Evaluation Report's Executive Summary: an executive summary should also be included summarising the overall results and impact of the project, as well as the main recommendations for a potential continuation.

Evaluation Report's dissemination support and presentation: the consultant is asked to prepare a PPT presentation of the main findings and recommendations of the capitalisation and evaluation (eg: PowerPoint Presentation) which can be used by ERIM and its co-applicants to present results to external stakeholders. The consultant may be solicited to present the results to the partners and / or an external audience.

Deliverables

1. Inception report(s), including evaluation grid, questionnaires, evaluation questions and updated timeline for the evaluation.
2. preliminary evaluation report: The consultant(s) must produce preliminary evaluation report. The report will include a table of contents, a brief introduction, the objectives and the methodology, the capitalisation findings and the evaluation based on the criteria mentioned and appendix (e.g. acronyms, list of interviewees, ToRs, methodology, schedule, etc.).
3. final report: The consultant(s) will integrate the comments and recommendations from ERIM and the project partners, including an executive summary.
4. A presentation / support material for dissemination of the results: The consultant will finally make a 1:30 hour presentation to the project partners, reviewing the main conclusions and recommendations of the evaluation. This presentation will then be used by ERIM and its partners to present the results to external stakeholders. It will also produce dissemination materials to be used for an external audience.

Approximate duration of the mission

Between 25 to 30 days. From January 20th 2026 until April 15th 2026. The exact schedule will be defined with ERIM project team

Budget

The candidate will be selected based the quality and best value for money of the application submitted. The application will have to include travel costs and field related costs to the country(ies) if relevant.

You can apply individually or as a team of evaluators as long as the budget does not exceed a total of € 7 000.

Expertise required

- Formal education in a relevant field of study (human rights, gender studies, social sciences or related fields) and/or the equivalent combination of education and work experience
- At least five years' experience in the field of external evaluation;
- Experience in evaluating human rights projects and projects supporting LGBTQI+ community;
- Experience in Albania and/or neighbouring countries would be considered a strong asset
- Fluency in written and spoken English, fluency in Albanian would be a very strong asset.
- Ability to work independently and on a flexible schedule
- Excellent computer skills (Word, PowerPoint, Excel)

Timeline

Launch of call for expression of interest	December 10 th 2025
Deadline for the submission of applications	January 9 th 2026
Selection and contractualization of the consultant	January 20 th 2026
Start of the evaluation	January 20 th 2026
Implementation of evaluation mission	January 20 th to March 20 th 2026
Submission of preliminary report	March 20 th 2026
Submission of final evaluation report	April 15 th 2026

Tender procedure

Please send your application and financial offer by January 9th, 2026 to mltifi@erim.ngo and pzanetti@erim.ngo with the email subject : PRIDE ++ Evaluation (and your name)

Application should consist of the following:

- A technical proposal detailing your understanding of the main issues of the assessment and the context, a methodology proposal as well as an indicative timetable (maximum 10 pages).
- A letter describing your experience and its adequacy with the mission (2 pages maximum, including the contact details of 2 references).
- An updated CV (per person) including links to similar work done and skills to speak, write and read in English and in Albanian
- A detailed financial proposal.
- Links of similar work conducted

Applications received past the deadline will not be considered.

Please note that only experts with prior experiences in Human Rights projects and projects supporting LGBTQI+ community will be considered.

Albanian speaking evaluators will be preferred.