

**AGENDA ITEM II.**  
***Focused presentations on key work areas***

**Room document**  
**Collaborative evaluation initiatives**

This document has been prepared by France for *discussion* at the 17th meeting of the DAC Evaluation Network.

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## STUDY ON COLLABORATIVE PARTNER-DONOR EVALUATION

**Update Note**  
*16 November 2014*

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### List of abbreviations and acronyms

CPDE	Collaborative Partner Donor Evaluation
CSO	Civil Society Organisation
ECD	Evaluation Capacity Development
PDE	Paris Declaration Evaluation
ToR	Terms of Reference

# 1 Introduction

## 1.1 Scope, objectives and implementation modalities

1. The Study on Collaborative Partner-Donor Evaluation Work was mandated and commissioned by the Evaluation Network of the OECD–DAC (EvalNet) in November 2012. Since then, some 18 partner countries<sup>1</sup> and some 16 national and multilateral donor institutions have confirmed their interest to be involved in the Study.
2. Joint partner-donor evaluation work is assumed to help strengthening country evaluation systems through learning-by-doing mechanisms at various levels, provided that their capacity building potential is optimized and that risks are mitigated. As such, the project aims at reviving, enlarging and help sustaining the partner-donor collaboration which was developed during the Paris Declaration Evaluation (PDE) process. It therefore seeks to establish a sustained collaboration between key governmental evaluation actors in order to promote collaborative work intended to strengthen country evaluation system beyond the expected completion date of the Study by the end of 2014.
3. The objectives of the Study are to:
  1. Understand the capacity building potential of collaborative evaluation work;
  2. Draw new lessons about capacity development strategies;
  3. Pave the way to future partner-donor collaboration on evaluation work; and
  4. Prepare the ground for the elaboration of a best practice document on collaborative partner-donor evaluation work beyond 2014.
4. The Study consists of a series of partner country studies, each one including: (1) a review of the Paris Declaration Evaluation process in terms of its contribution to building evaluation capacity; (2) the collection of instructive stories of partner-donor evaluation work; and (3) an exploration of future opportunities for undertaking such work at partner country level.
5. The Study started with a launching workshop held on 24-25 March 2014 in Uganda. As a follow-up to the workshop, the Management Group has been notified formally by a majority of partner countries of their engagement in the Study, the appointment / confirmation of the country coordinator, the individual partner country's roadmap for implementation, including timelines and resources to be mobilized (national and external funding mobilized locally) and possible needs for topping-up from the the overall CPDE budget.
6. A synthesis workshop is scheduled for 02-04 December 2014 and will be co-hosted by the Government of the Philippines and the Asian Development Bank. It will aim at synthesizing and capitalizing on country studies and proposing steps forward.

## 1.2 Content of the Update Note

7. The Update Note is aimed at informing the DAC Evaluation Network about the progress of the various tasks, potential challenges and next steps since last update in February 2014.
8. This Update Note includes:
  - An overview on the implementation of country studies and country papers,
  - An update on the progress of thematic papers including thematic authors, and
  - Information on communication related to the CPDE initiative.

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<sup>1</sup> Two countries have officially withdrawn from this study phase: Cambodia and Nepal (although Nepal participated in the launching workshop).

## 2 Implementation of country studies and country papers

### 2.1 Current status of country studies and papers

9. The launch of country studies has been overall slower than expected, due to various reasons (in-country capacity, difficulty in securing additional resources, ability of the Country Coordinators to secure the commitment and buy-in of their management, etc...).
10. The chair of the management group has been working closely with project coordinators and country coordinators to get country studies on track.
11. Out of the 18 partner countries<sup>2</sup> which have confirmed their interest and availability to participate in this Study, **five countries have completed the first draft** of country studies (Benin, Mozambique, Samoa, Zambia and the Philippines respectively).
12. The project coordination team is also fairly confident that at least five other countries will have full-fledged country studies by mid-November 2014 (Bolivia, Colombia, Mali, Senegal and Uganda), while efforts are continuing with countries like Ghana, Vietnam and Malawi. Currently two countries are also working on country papers under the Option 2 (Sri Lanka and Cook Islands).

### 2.2 Quality assurance process

13. Terms of reference for quality assurance have been adopted and Pablo Rodriguez Bilella and Jim Rugh have been appointed to review draft country studies with Georg Ladj, Particip as a back-up.
14. The quality assurance review for Benin, Mozambique, The Philippines and Samoa has already been finalised and review reports are available. The project coordination team is now working with the country teams to finalise the second drafts of country studies.

## 3 Thematic papers

### 3.1 Purpose and topics for the thematic papers

15. In order to **systemize the learning and pave the way for a longer-term strategy**, up to four thematic papers will be commissioned as part of the CPDE Study. The process of preparing these papers has a twofold objective:
  - Provide a structured framework which can help CPDE participants to draw lessons from country studies and papers;
  - Harvest conceptual and practical insights which can feed into a future partner-donor collaboration with the mission of formulating, monitoring, and capitalizing on a rolling multi-annual program of CPDE work with concrete recommendations for possible follow-up work to be undertaken by the countries and donors that were engaged in the Study as well as other countries interested in future CPDE work.
16. The following topics were agreed upon by the Management Group as the main topics of the thematic papers:
  - **How can CPDE contribute towards strengthening Evaluation Capacity Development (ECD) and National Evaluation Systems?**
  - **The multiple partnership dimensions under CPDE** (partner-partner, partner-donor, donor-donor, intra-partner, intra-donor etc... including the notion of mutual accountability)
  - **Managing CPDE projects:** success elements and critical paths
  - **Current and planned CPDE work:** analytical compilation with emerging trends

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<sup>2</sup> Benin, Bolivia, Cambodia, Cameroon, Colombia, Cook Islands, Ghana, Malawi, Mali, Mozambique, Nepal, Philippines, Samoa, Senegal, Sri Lanka, Uganda, Vietnam and Zambia

17. The development of the papers is organically linked to the synthesis workshop of the CPDE Study, planned in Manila on Dec 2-4, 2014, where the authors of the papers are expected to facilitate the sessions related to their respective papers. Each thematic paper should be kept to a readable length, and should not exceed a maximum of 10-12 pages, together with a one page executive summary designed along a policy brief format. The papers should be drafted after the synthesis workshop (see ToRs for the thematic papers in Annex).

### **3.2 Thematic authors**

18. Experts in charge of the thematic papers will be recruited by Particip and will work closely with the project co-coordinators throughout the duration of the assignment. Experts are expected to be physically present during the CPDE synthesis workshop in Manila on 02-04 December, 2014.

19. The project coordination team is currently contacting potential authors to work on the thematic papers. A balance between authors from partner and donor countries is aimed for to the greatest extent possible.

## **4 Synthesis workshop**

20. While the synthesis workshop was initially planned to be held in Vietnam (before Vietnam withdrew from the management group), it had to be relocated and is now confirmed to be held in Manila – Philippines and will be co-hosted by the Government of the Philippines and the Asian Development Bank.

21. The Management Group has also decided to extend the workshop duration over 2.5 days (vs. the initially planned 2 days) to ensure that the outputs and objectives of the workshop can be achieved without being constrained by time. This has been also made possible by savings foreseen by the change of location.

22. The synthesis workshop should result in the following outputs:

- A series of thematic papers, and
- A mandate for (1) setting the working arrangements of an international collaboration on partner-donor evaluation and (2) launching a rolling multi-annual program to be implemented over the coming three years.

## **5 Communication**

23. The CPDE initiative now appears on [EvalNet webpage](#) and given its links with the agenda on “Results and Mutual Accountability” is listed as a voluntary initiative of the Global Partnership for Effective Development Co-operation and appears in the [Mexico communiqué](#).

24. It also appeared in the first newsletter for Evaluation Capacity Development and the Global Partnership newsletter both released in July.

25. Members of the building block on « Results and Mutual Accountability » have been informed about the initiative by the chair of the Management Group.

# 6 Annex

## Annex 1: Terms of Reference for Thematic Papers

### STUDY ON COLLABORATIVE PARTNER-DONOR EVALUATION

#### Thematic Papers Terms of Reference

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##### List of abbreviations and acronyms

CES	Country Evaluation System
ECD	Evaluation Capacity Development
FTE	Full-time equivalent
NEC	National Evaluation Capacity
ToR	Terms of Reference
PDE	Paris Declaration Evaluation

# 1. Introduction

## 1.1 Scope, objectives and implementation modalities

The **Study on Collaborative Partner-Donor Evaluation Work (CPDE)** was mandated and commissioned by the Evaluation Network of the OECD–DAC (EvalNet) in November 2012. Since then, some 17 partner countries and some 16 national and multilateral donor agencies have confirmed their interest to be involved in the Study. The Study is expected to be completed by the end of 2014.

Joint partner-donor evaluation work is assumed to have the potential to help strengthen country evaluation systems (CES) through learning-by-doing mechanisms at various levels, provided that their capacity building potential is optimised and that risks are mitigated. As such, the project aims at reviving, enlarging and sustaining the partner-donor collaboration which was articulated during the Paris Declaration Evaluation (PDE) process. It therefore seeks to establish a sustained collaboration between key governmental evaluation actors in order to promote collaborative work intended to strengthen country evaluation systems beyond the expected completion date of the Study by the end of 2014.

The **objectives** of the Study are to:

- (1) Understand the capacity building potential of collaborative evaluation work;
- (2) Draw new lessons about capacity development strategies;
- (3) Pave the way to future partner-donor collaboration on evaluation work; and
- (4) Prepare the ground for the elaboration of a best practice document on collaborative partner-donor evaluation work.

The Study started with a **launching workshop** held on 24-25 March 2014 in Uganda. It was then followed by a series of partner **country studies** that include:

- (1) A review of the Paris Declaration Evaluation (PDE) process, especially in terms of its contribution to developing evaluation capacity at the national level;
- (2) The collection of instructive case studies of partner-donor evaluation work (in addition to PDE); and;
- (3) An exploration of future opportunities for undertaking such work.

Some countries that were not able to complete the full country studies were invited to submit a more forward looking version of the studies called **country papers**.

A **synthesis workshop** (to be held beginning of December 2014) will aim at synthesizing and capitalising on the findings of country studies and country papers and proposing steps forward for future partner-donor evaluation work.

## 1.2 Rationale for the Thematic Papers

The project has been framed as a collaborative study rather than a “survey”, in the sense that (1) some results will take the form of narratives rather than questions and answers, (2) the synthesis will emerge through a workshop rather than through a purely analytical process, and (3) the outputs will take the form of a series of thematic papers rather than a single survey report. **Thematic (or synthesis) papers are expected to draw on the presentations and discussions of the synthesis workshop.**

In order to systemize the learning that occurred through the CPDE Study and pave the way for a longer-term strategy, the design of the project foresees commissioning up to four thematic papers. The process of preparing these papers has a twofold objective:

1. Provide a structured framework which can help CPDE participants to draw lessons from country studies and papers;
2. Harvest conceptual and practical insights which can feed into a future partner-donor collaboration with the mission of formulating, monitoring, and capitalizing on a rolling multi-annual program of CPDE work and concrete recommendations for possible follow-up work to be undertaken by the countries and donors that were engaged in the Study as well as other countries interested in future CPDE work.

The following topics were agreed upon by the management group as the main topics of the thematic papers:

- **How can CPDE contribute towards strengthening Evaluation Capacity Development (ECD) and National Evaluation Systems?**

- **The multiple partnership dimensions under CPDE** (partner-partner, partner-donor, donor-donor, intra-partner, intra-donor etc... including the notion of mutual accountability)
- **Managing CPDE projects:** success elements and critical paths
- **Current and planned CPDE work:** analytical compilation with emerging trends

### 1.3 Tasks

**Thematic papers** (in their finalized format) **should be considered as stand-alone documents that shed light on particular aspects of the CPDE Study and would serve as reference for future guidance.**

The development of the papers is organically linked to the synthesis workshop of the CPDE project, planned in Manila on Dec 2-4, 2014, where the authors of the papers are expected to facilitate the sessions related to their respective papers.

It is advised that papers would be developed in three stages:

- Authors should first make themselves familiar with the CPDE literature (background documents, country studies, other Paris Declaration Evaluation (PDE) documents, etc.). Based on secondary data review, they are then expected to propose a two page **outline** for the thematic paper to be discussed and validated by the project coordinators and the Management Group.
- The validated outline should then be expanded into a **background document** for the CPDE synthesis workshop. This background document should include **facilitation questions** and/or areas of inquiry which need to be discussed during the sessions of the synthesis workshop dedicated to the related thematic discussions (90 minutes per session).
- Based on the inputs gained during the synthesis workshop, authors should then proceed with the **finalization of the thematic papers** and submitting them for Quality Assurance.

Each thematic paper should not exceed 10-12 pages, together with a page of executive summary designed along a “policy brief” format.

## 2. Implementation modalities and timelines (October – December 2014)

### 2.1 Implementation modalities

Experts in charge of the thematic papers will be recruited by Particip and will work closely with the Project co-coordinators throughout the duration of the assignment. Experts are expected to be physically present during the CPDE synthesis workshop in Manila on December 2-4, 2014.

The level of effort foreseen is 5 days per thematic paper, plus 3 days for attending the synthesis workshop.

### 2.2 Timelines

The following timelines will to the greatest possible extent be adhered to:

*Table 1 Timelines for the preparation and submission of the thematic Papers*

<b>Dates (2014)</b>	<b>Activities</b>
October	<ul style="list-style-type: none"> <li>• Selection of experts, briefing by the project co-coordinators</li> <li>• Secondary data review</li> </ul>
November	<ul style="list-style-type: none"> <li>• Submission of outline for thematic papers</li> <li>• Validation of the outline</li> <li>• Preparation and submission of the two page background document with facilitation questions</li> </ul>
December 2-4	<ul style="list-style-type: none"> <li>• Facilitation of the sessions around the thematic papers at the CPDE synthesis workshop in Manila</li> </ul>
December	<ul style="list-style-type: none"> <li>• Finalization of the thematic papers and submission for QA</li> <li>• Integration of QA and finalization of the papers</li> </ul>

## Appendices

Terms of Reference of Country Coordinators

Common template (outlines) for country studies

Country coordinator's toolbox

Concept Note on the Study on Collaborative Partner-Donor Evaluation Work (26 June 2013)

Update Note on Collaborative Partner-Donor Evaluation Work (28 January 2014)