

**EU-LAT**

Advocacy Network  
Red de Incidencia

## TERMS OF REFERENCE

### Evaluation of the Five-Year Strategic Plan of the Network

#### I. Background

The EU-LAT Network is a pluralistic network of European movements and organizations that promote solidarity between the people of Latin America and Europe. The network was founded on October 11, 2017 after two European networks - CIFCA (Copenhagen Initiative for Central America and Mexico) and Grupo Sur - decided to join forces in order to strengthen their advocacy actions to promote participatory European policies, with a gender perspective, that contributes to the comprehensive respect for human rights, democratization and sustainable development in Latin America.

The EU-LAT Network's mission is to promote participatory European policies that contribute to the comprehensive respect of human rights, gender equality, democratization and a fair, inclusive, and sustainable model of society in Latin America. The practices of political dialogue, cooperation and trade between the parties must be governed by these guiding principles and, as an essential element of trade agreements, must have possibilities of enforceability and justiciability.

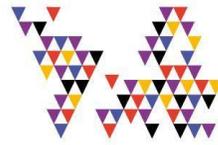
The EU-LAT Network has the vision of being an active, relevant, influential, strengthened and inclusive network that acts as a reference for both civil society and policymakers in Europe in its capacity for advocacy and dialogue for advocacy and dialogue, with consolidated alliances with other actors of civil society to transform EU-Latin America relations.

As a framework for its work, the EU-LAT Network develops Five-Year Strategic Plans (PEQ). These are the basis for the development of annual work plans. The PEQ currently in force, is the PEQ 2017-2021 and has the following political and organic objectives:

The General Objective of the EU-LAT Network is to promote the transformation of European policies related to Latin America so that human rights are respected, protected, guaranteed and promoted in the areas of political dialogue, development cooperation and trade and investments. The EU-LAT Network develops its political action within the framework of relations between the EU and Latin America, promoting strategic alliances with other key actors in the EU, in Latin America and globally.

**EPO1:** To influence EU-Latin American policies so that human rights are respected, protected, guaranteed and promoted in the areas of political dialogue, cooperation and trade.

**EPO2:** Through emblematic cases and concrete and systematized arguments, to make visible the human rights situation in Latin America as well as the impacts of European Union policies concerning respect for human rights, with an intercultural and gender perspective.



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**EPO3:** Coordinate with social movements, other networks and OSCs and expand the space for participation in advocacy work with the EU.

**EPO4:** Consolidate the EU-LAT network with a strong, efficient and sustainable organisational and financial structure

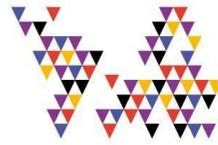
In view of the elaboration of the next PEQ 2022-2026, we want to evaluate the advocacy work before the European Union that the EU-LAT Network has been carrying out since 2017 (year of the merger between CIFCA and Grupo Sur and year of the beginning of the current PEQ).

### **General objective**

The main objective is to assess compliance with the current PEQ. The general assessment should evaluate the advocacy work carried out by the EU-LAT Network during the period 2017-2021, in terms of "outputs" (short-term results) and, above all, in terms of "outcomes" (medium and long-term results). These outcomes should focus on: the impact of the EU-LAT Network's advocacy work with regard to the European Union, as well as with regard to the members of the network.

### **II. Specific objectives of the consultancy**

- Assess the different strategies of the EU-LAT Network (lobbying with various actors, forums, research, participation in observation missions, talks during assemblies, etc.).
- Assess the functioning of the network internally (at the level of the Secretariat, the Governing Board, the members and perhaps other ad-hoc groups in terms of their contribution to the fulfilment of the PEQ).
- Identify and analyse any problems or constraints, both regulatory and operational, that hinder the management of the programme, as well as the strengths and good practices that improve the management capacity of the programme.
- Identify the need for structural and/or strategic adjustments to better respond to the current situation.
- To develop recommendations on the "what" and "how" of said adjustments.
- To draw up recommendations on the formulation of the next PEQ, in terms of results and indicators.
- The assessment is addressed to the members of the EU-LAT Network. The assessment will be the basis for the elaboration of the new Five-Year Strategic Plan 2022-2026.



**EU-LAT**

Advocacy Network  
Red de Incidencia

### III. METHODOLOGY

We expect the consultant to include both qualitative and quantitative methods. A proposal on the methods to be used and their justification must be submitted with the application.

Review of key documents. There are several studies/consultancies evaluating the work done by CIFCA since 2012. The annual narrative reports of the EU-LAT Network are also available.

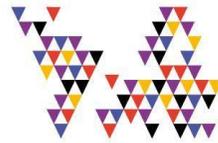
Interviews with key actors: The consultant should interview some key external actors in Europe (EU institutions, other CSOs), in the region (EU Delegations and CSOs in the region), and internal actors (members and Secretariat).

Questionnaires. The consultant will develop an evaluation questionnaire to be sent to all members of the EU-LAT Network. The consultant will also develop a questionnaire with indicators to be sent to some key actors (members of the network, EU institutions, members' counterparts, etc.) to help generate data on the impact of the EU-LAT Network.

An initial list will be provided the consultant is expected to provide recommendations to adjust it. If the consultant so wishes, discussion groups could be held.

### IV. CONTRACTED PRODUCTS AND DELIVERY SCHEDULE

- **Schedule.** The consultant will present a detailed schedule to be agreed on with the EU-LAT Network. The consultancy will have a maximum duration of two months. The start of the consultancy will be February 2021 and should be completed by March/April 2021.
- **Conditions.** The EU-LAT Network has a limited budget for this consultancy of 4000 euros. The proposal sent and the scope of the consultancy must be adjusted to this budget.  
Products. The following products are expected from the consultant:
- **Final report**
  - o The final report will have to be approved by the EU-LAT network. You will need to submit a first draft 1 for comments from the EU-LAT Network, and a second draft 2 for final adjustments if necessary.
  - o The proposal should contain a proposed table of contents for the final report.
  - o The report should not exceed 30 pages.
  - o The report should contain, among other chapters: analysis of the information collected, conclusions and recommendations.



# EU-LAT

Advocacy Network  
Red de Incidencia

- The report must include a section on the external context, including the main lines and the most important changes in the European Union's cooperation policy, which forms the framework for the evaluation.
- The report must be written in Spanish.
- The final report must be sent in PDF and Word.
- Executive summary, no more than 4 pages.
- Brief summary of the interviews conducted.
- Raw materials from the research (questionnaires, interviews, etc.)

## V. PROFILE

- Proven experience carrying out assessments, especially of NGOs doing advocacy work, particularly in the field of human rights or gender equity.
- Experience in impact analysis of the work of NGOs and NGOs networks working at different levels.
- Extensive knowledge of evaluation tools (quantitative and qualitative methodologies).
- Experience handling the theory of change and logical frameworks or agile management models.
- Knowledge of the functioning of the European Union.
- Knowledge of the socio-political reality of Latin America.
- Ability to analyse large amounts of information, identify key issues, summarise and elaborate recommendations.
- Good ability to work autonomously with limited time, given deadlines, in a structured manner and with high quality results.
- Fluent in Spanish (spoken and written).
- Experience in evaluating NGOs and NGO networks in Latin America would be an asset.
- Knowledge of the region and having carried out evaluations for advocacy organisations in the region will be an asset.

## VI. SELECTION CRITERIA

Please send the evaluation proposal to [info@eulatnetwork.org](mailto:info@eulatnetwork.org)

The proposal must include a technical and financial proposal. Information on working days and related expenses should be incorporated.

Please include a CV with the proposal. It is recommended to include references with their respective contact details.

The deadline for submitting the proposal is January 11th, 2021