

Terms of Reference

Recruitment European Evaluator

**Evaluation of the project “Sport for all Genders and Sexualities - Tackling Sexism, Trans- and Homophobia in European Grassroots Sport” (SGS), Project Number „101050101 — SGS“;
Project Duration: 1 April 2022 – 30 September 2024 (30 month)**

Summary

*Appointment of an international evaluator for the execution of the evaluation of the European Commission funded project “**Sport for all Genders and Sexualities - Tackling Sexism, Trans- and Homophobia in European Grassroots Sport**” (SGS) according to the guidelines laid out by the European Commission.*

*The project is implemented by **Vienna Institute for International Dialogue and Cooperation (VIDC, Austria, lead agency)**. Partners in the project are **German Sports University (GSU, Germany)**, **European Gay and Lesbian Sport Federation (EGLSF, The Netherlands)**, **Assoziazione Italiane Cultura e Sport (AICS, Italy)**, **Diversport (DS, Spain)**, **Landessportbund Nordrhein-Westfalen (LSB, Germany)** and **Confédération Sportive Internationale Travailleuse et Amateur (CSIT, Austria)**.*

Output of the Evaluation

An evaluation report (max 30 pages, English) and executive summary (max 3 pages)

Delivery of the Report

Inception Report: 30 July 2023
Final Report: 31 October 2024

The evaluators should meet following requirements:

- being independent from the organisations implementing the project
- being experienced in evaluations of awareness raising/advocacy/campaigning projects or similar projects/actions in the field of sport and anti-discrimination
- being fluent in English and able to write the evaluation report in decent English

Evaluating of the project outcomes :

An external evaluation will be commissioned that will work on central modules of the project over the entire project period. All 5 Workpackages will be observed in the methodology of external evaluation. Taking as reference the guidance from the European Commission for the evaluation of projects, a **participatory evaluation approach** should be employed.

More general information about the project you find here:
<https://www.fairplay.or.at/en/projects/sport-for-all-genders-and-sexualities>

The following evaluation objectives are established:

- i) Assessment of the objectives to be achieved by the project.
- ii) Assessment of the operational objectives anticipated by the planned actions/activities.
- iii) Assessment of the added value for grassroots sports and gender diverse athletes (impact of actions).

Relevance, adequacy/effectiveness, and impact/efficiency are considered as evaluation criteria for the planned actions, with a view to the main achievements of the “Sport for all Genders and Sexualities” project objectives.

For the operationalization of the evaluation criteria, the following is considered:

- **Relevance of the implementation of designed actions.** The specific objectives of each Workstream action and the extent to which each one contributed to the achievement of the overall objective of the “Sport for all Genders and Sexualities” project, that is **to enhance the inclusion and participation of all genders and sexualities in European grassroots sport** through **understanding barriers and institutional exclusion, establishing institutional dialogue, developing guidelines for grass roots sport, awareness raising campaigning and training** to tackle these discriminations and diminish barriers for transgender athletes, LGB people and women.
- **Adequacy and efficacy of the designed Workstream actions in achieving the desired or expected results** for each one; the extent to which each action was suited to the operational aims defined for each Workstream in particular.
- **Impact and efficiency of the “Sport for all Genders and Sexualities” project results.** These evaluation criteria concern various aspects of how the resources are transformed into the intended results, and could be achieved by the assessment of resources and trainings.

Proposals for an evaluation concept are asked to include the collection of the following information:

- i) Interviews among the project partners to collect data about the implementation of each phase by Workstream actions (empirical material collected, methodologies, results, outputs and recommendations; online tools, events, organisations and participants/stakeholders involved, media impact, and dissemination of information, etc.);
- ii) Attendance and observation of activities and interviews with target groups, especially clubs and initiatives at the grassroots to feedback impact of measures and suitability;
- iii) (Online) Questionnaire survey conducted among target groups (sport clubs/migrants/initiatives at the base/participants/stakeholders) for each of the planned milestone events to gain feedback (“feedback forms”);
- iv) Qualitative analysis of gained knowledge/experiences: Assessment of need in the field, research, training tools, publications to raise awareness and training tools to enhance institutional inclusion of all genders and sexualities.

Ensure any relevant guidance from the European Commission, including that relating to structure and content of the evaluation is followed.

The evaluator can expect the following from the project implementing partners:

- liaising with the evaluator initially (via Zoom, MS Teams or Skype)
- supporting the evaluator to develop a plan of action
- opportunities to be interviewed

- sharing feedback forms/online questionnaire online among stakeholders and beneficiaries to gain feedback
- access to venues and local travel arrangements
- providing evidence and monitoring data
- providing contacts for interviews
- assistance in editing the final evaluation

Time frame and Evaluation Tasks

The project period runs from 1 April 2022 to 30 September 2024

Dates will be confirmed by VIDC, the Austrian lead agency in the course of the evaluation.

Date	M&E activity
May 2022	Outline of evaluation proposal for the project “SGS” Presenting the evaluation process to partners at one of the monthly online project meetings
June 2022	Design of an evaluation questionnaire for the Expert Seminar in Cologne and other events
July 2022	Expert Seminar & Partner meeting in Cologne, Germany <ul style="list-style-type: none"> - Evaluation of partner meeting - Evaluation of Expert Seminar
Sept 2022	Design of an evaluation questionnaire for the Regional Multi-Stakeholder Working Groups on Gender and Sexual Diversity
Sept 2022 – June 2023	<u>In loco</u> monitoring of one of the meetings of a Regional Multi-Stakeholder Working Groups on Gender and Sexual Diversity
May 2023	Design of an evaluation questionnaire for Train the Trainers Seminar
June 2023	<u>In loco</u> monitoring of Train the Trainers Seminar & Partner Meeting 3 in The Netherlands (place tbc)
July 2023	Evaluation Inception Report Including Evaluation of main Intellectual Outputs of the first project half: <ul style="list-style-type: none"> - Scoping Review (online publication) - Research Report (online publication) - Good Practice Report (online publication) - Awareness Raising Campaign Designs (online and printings) - Training Tools for Clubs and Federations (online publication)
August 2023 – March 2024	Monitoring of Pilot Actions: Detailed Evaluation of at least <ul style="list-style-type: none"> - One pilot implementation of Action Plan - One Pilot implementation of Awareness Raising Campaign - One Pilot implementation of Training
Sep 2023	Design of an evaluation questionnaire for Stakeholder Seminar

Oct 2023	Evaluation of Stakeholder Seminar at Amateur Sport Forum
Sept 2024	Presentation of drafted Evaluation Report at Project Closing Meeting (online)
Till Oct 2024	Final Evaluation Report (approx. 30 pages) Besides the above described, evaluation of main Intellectual Outputs of the second half: <ul style="list-style-type: none"> - Evaluation Project Platform & Electronic Learning including Action Plan - Evaluation Handbook "Grassroots sport for all genders and Sexualities"
	Evaluation of external communication and PR activities, dissemination
	Evaluation of project coordination, management and internal communication

Honorarium: (contract work, including taxes): 6.000 Euro.

The honorarium includes individual travel and subsistence costs to attend at least 2 partner meetings or events for monitoring in loco. If necessary, additional travel and subsistence costs may be covered by VIDC, if so, then it will be reimbursed on the basis of real costs.

Application procedures:

Your application for this contract should include:

- two pages outlining the concept for the evaluation, how you intend to carry out the evaluation (evaluation proposal)
- a curriculum vitae

Applications should be sent by e-mail at the latest by 20 May 2022 to:

Nikola Staritz
VIDC/fairplay Initiative
Möllwaldplatz 5/9
A-1040 Vienna
staritz[at]vidc.org