

Terms of Reference for the Evaluation of the UNECE project “Preparation for the 2020 round of population censuses and the production of better migration data in CIS countries”

I. Background

The UNECE project “Preparation for the 2020 round of population censuses and the production of better migration data in CIS countries” was funded from the Russian Federation and implemented from February 2013 to December 2015, with CIS countries as beneficiaries. The main objective of the project was to strengthen the capacity of CIS countries to conduct population censuses and produce statistics on international migration in compliance with international practices and recommendations. The project aimed at engaging directly both the producers and users of statistics, as change is unlikely to occur unless government stakeholders work together towards this endeavour. The project thus targeted mainly experts in national statistical offices (NSOs) and other agencies producing migration statistics in CIS countries, but also government officials who use census data and migration statistics.

The project included the following activities and products:

- High-level seminar on population censuses and migration statistics:
<http://www.unece.org/index.php?id=33039>
- 5 Regional workshops for CIS countries, including 3 on population and housing censuses and 2 on migration statistics:
<http://www.unece.org/index.php?id=32779>
<http://www.unece.org/index.php?id=33646>
<http://www.unece.org/index.php?id=33641>
<http://www.unece.org/index.php?id=37886>
<http://www.unece.org/index.php?id=37904>
- A guide on the use of administrative data and household surveys to measure international migration in the CIS region:
<http://www.unece.org/index.php?id=37886>

All relevant documentation will be provided to the evaluation consultant.

II. Purpose

The purpose of this evaluation is to assess the relevance of the project for the UNECE Statistical Programme and the effectiveness of the project in strengthening the capacity of countries of the Commonwealth of Independent States (CIS) to conduct population censuses and produce statistics on international migration. The evaluation will also address the efficiency and sustainability of the project, to learn how to maintain the beneficial effects of the project after its conclusion.

The evaluation will assess the project’s success in building national capacity for producing statistics on international migration and implementing population censuses in the 2020 round in accordance with national data needs and the recommendations of the Conference of European Statisticians (CES).

The evaluation should also identify lessons learned from the implementation of the project and issues that could lead to the improvement of working modalities in future capacity-building projects, and develop practical recommendations for the UNECE Statistical Division, participating countries as well as project partners on how to improve the efficiency and effectiveness of capacity-building.

III. Scope

The evaluation process will engage national experts and focal points in National Statistical Institutes and other relevant organizations, international and regional consultants, as well as any other subjects involved in project implementation. Main activities (meetings and workshops) and outputs (guides, reports) and their impact and usefulness will be assessed.

It is important to be aware of the limitations of this particular project and that it will not be easy to establish what its individual impact might have been, as its impact might not be isolated from other similar projects. To focus the evaluation on the specific impacts of this project, interviews will be undertaken and feedback collected from people directly involved in the project events.

Moreover, some countries such as Uzbekistan may be reluctant to participate in interviews with regard to the project activities on censuses, because no census was carried out in the country in the 2010 round, and no census is scheduled for the 2020 round. Written questionnaire can be considered in case the country representatives are not comfortable with interviews.

The evaluation will cover the organizational contribution of UNECE throughout the project period from June 2013 to December 2015. The evaluation framework covers this project only, and excludes other capacity building activities carried out by the UNECE Statistical Division.

Gender and human rights aspects will be also covered by the evaluation, taking into account guidance provided by the United Nations Evaluation Group on the matter (available at <http://www.uneval.org/document/detail/980> and <http://www.uneval.org/document/detail/1452>)

IV. Issues

The evaluation will seek to report on the effectiveness, sustainability, efficiency and relevance of the project. Key questions that the evaluation seeks to answer include:

Effectiveness

1. To what extent was the objective of the project achieved?
2. How did the project strengthen the national capacity of CIS countries to conduct population censuses and produce statistics on international migration?
3. To what extent were the expected accomplishments of the project achieved? In particular:
 - 3.1. How did the project contribute to increasing the capacity of countries to conduct population censuses in compliance with international practices and recommendations?
 - 3.2. How did the project contribute to increasing the capacity of countries to produce statistics on international migration in compliance with international practices and recommendations?
4. To what extent the planned activities contributed to achieving the objective and the expected accomplishments?
 - 4.1. How did the high-level event contribute to enhancing the capacity of countries in the different thematic areas covered by the project (i.e. population censuses and migration statistics)?
 - 4.2. How did the workshops on population censuses increase the capacity of CIS countries to conduct the population census of the 2020 round in compliance with the CES recommendations?
 - 4.3. How did the workshops on migration statistics increase the capacity of CIS countries to produce statistics on international migration in compliance with international recommendations?

and practices?

4.4. To what extent is the guide on the use of administrative data and household surveys to measure international migration expected to increase the capacity of CIS countries to produce statistics on international migration?

5. What were the challenges/obstacles to achieving the expected results?

Sustainability

6. Could the results be further sustained? In particular:

6.1. To what extent will the benefits of the project continue after completion and without overburdening recipient countries and stakeholders?

6.2. How is the stakeholders' engagement likely to continue? In case, how will the capacity built to ensure that institutions will take over and sustain the benefits?

6.3. To what extent do the partners and beneficiaries 'own' the outcomes of the work?

6.4. What were the major factors that influence the achievement or non-achievement of sustainability of the project?

Efficiency

7. Were the resources sufficient for achieving the results? Were the results commensurate with the resources?

8. Were the results achieved on time?

9. Were all activities organized efficiently and on time?

Relevance

10. To what extent did the project respond to the priorities and needs of the beneficiary countries? How relevant was it to the target groups' needs and priorities?

11. How relevant was the project for the UNECE region needs and priorities?

12. What is the relevance of the project for the work of UNECE?

13. To what extent are the objectives of the project still valid? How can the project be replicated in other contexts?

14. To what extent are the activities and outputs of the project consistent with and relevant to the overall objective and expected accomplishments?

15. To what extent are the activities and outputs of the project consistent with and relevant to the intended impacts and effects?

V. Methodology

The evaluation will be carried out using a questionnaire and targeted interviews. A desk review of existing documents will also be carried out.

A tailored **questionnaire** will be sent to all participants of the project meetings and the UNECE staff involved in the project. The questionnaire will be prepared by the evaluation consultant, and will be

reviewed by the UNECE project manager. It will seek information that would allow addressing the questions listed in section IV.

The **interviews** will take place via phone and skype. The UNECE project manager will provide the list with contact details.

The **desk review** will be based on the following available material:

- project plan;
- project progress reports;
- reports from the meetings;
- compilation of the evaluation results of the high level meeting and workshops (based on UNECE evaluation forms);
- the guide on the use of administrative data and household surveys to measure international migration in the CIS region;
- other documents that the evaluator deems necessary for this exercise

The UNECE project manager will provide support and further explanation to the evaluation consultant when needed.

The evaluation consultant will write a **report** on the results of the evaluation based on these terms of reference.

VI. Evaluation Schedule

Develop a timetable for the following phases of the evaluation:

A. Preliminary research: September 2016 (by evaluation consultant)

B. Data Collection: project documents, reports, workshop evaluations (by UNECE project manager), questionnaire and interviews (by evaluation consultant): September 2016.

C. Data Analysis: October 2016 (by evaluation consultant)

D. Draft Report: (include timing for peer review) End of November 2016 (by evaluation consultant)

E. Final Report: End of January 2017 (by evaluation consultant)

VII. Resources

An external evaluation consultant identified through the UNECE evaluation roster will be hired and receive support from the UNECE project manager. The UNECE Programme Management Unit will provide guidance on the process for the preparation of the evaluation.

VIII. Intended Use/Next Steps

The evaluation will be consistent with the UNECE evaluation policy. The results will be used in the planning and implementation of new capacity building projects in Eastern Europe, the Caucasus and Central Asia in the future and, possibly, also beyond the region.

IX. Criteria for Evaluators

The evaluator should have:

- Good knowledge and experience of evaluation, project management, social and demographic statistics
- Demonstrated methodological knowledge of evaluations, including quantitative and qualitative data collection and analysis for end-of-cycle project evaluations
- Proficiency of written and spoken English