

## 9.10 EVALUATION OF ACTIONS

Evaluations serve to capitalise the experiences and to learn from each intervention.

Evaluations should not look only at the achievements of the result or the objectives but also at the way the action was managed, and if results or objectives were not reached, the reasons for this.

### 9.10.1 EVALUATION BY THE PARTNER <sup>85</sup>

Evaluations are usually carried out by independent **external evaluators** but **internal** staff members can also evaluate an action as long as they take an objective approach. This would normally mean staff who that was not involved in the response.

Humanitarian evaluation should use a set of dimensions known as the DAC criteria<sup>86</sup>:

- Relevance and appropriateness;
- Connectedness;
- Coherence;
- Coverage;
- Efficiency;
- Effectiveness;
- Impact.

The evaluation should be planned in advance and mentioned in **section 8** of the Single Form.

Evaluations are considered as eligible expenses under certain conditions:

- |                     | To summarise... | Justification | TOR | Report |
|---------------------|-----------------|---------------|-----|--------|
| Internal evaluation |                 | No            | No  | Yes    |
| External evaluation |                 | Yes           | Yes | Yes    |
- An **external evaluation** will be eligible under the condition that its pertinence is justified in the Single Form and the Terms of Reference are shared with ECHO before launching the recruitment procedure of the external consultants. The partner will also have to provide a copy of the report as an annex to the final report.
  - For an **internal evaluation** linked to the action, the submission of the terms of reference is not a prerequisite. The internal evaluation should not necessarily be justified, as it is considered as a good project management practice. A copy of the evaluation report will have to be provided with the final report for the costs to be eligible.

<sup>85</sup> Article 22.1 of the General conditions FPA NGO

<sup>86</sup> Evaluating humanitarian action using the OECD-DAC criteria – An ALNAP guide for Humanitarian agencies

## 9| Action Implementation

The lessons learned from evaluations can be indicated in section 13 of the Single Form at final report stage and also in section 3 of the Single Form at proposal stage for evaluations carried out under previous actions.

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### 9.10.2 EVALUATION BY THE COMMISSION <sup>87</sup>

The Commission or any other person or organisation authorised by the Commission may at any time conduct an evaluation of a specific action or of the partner. These evaluations by the Commission are to be planned and completed in a collaborative manner.

The partner shall make available to the Commission, or any other organisation or person mandated by it, all the information necessary to allow for the completion of the evaluation exercise, and shall give the required rights of access.

Before the report is finalised, the Commission will make a draft of its evaluation report available to the partner for comments. The final reports of the evaluations carried out by ECHO are available on the ECHO website.



For more information on ECHO evaluations

<http://ec.europa.eu/echo/en/funding-evaluations/evaluations>

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<sup>87</sup> Article 22.2 of the General Conditions FPA NGO