

Call for applications

Evaluation of the initial five years of operations of the CCPR Centre

2009-2013

Organisation

The CCPR Centre is a human rights non-governmental organisation working worldwide for the implementation of the International Covenant on Civil and Political Rights (ICCPR) and its two Optional Protocols. To do so, we support the implementation of the recommendations adopted by the Human Rights Committee, the UN body which monitors the implementation of the ICCPR, mainly through engaging with national NGOs. We undertake workshops, lobbying activities and consultations with NGOs and other relevant national stakeholders. We also undertake strategic litigation, review of jurisprudence, and follow-up of individual cases. See www.ccprcentre.org for more information on our work.

Background of the evaluation

The CCPR Centre was established in 2008 and became operational in 2009. The organisation undertook a number of activities in countries from all regions throughout the initial five years, and we monitored, webcasted and supported NGO contributions during all sessions of the Human Rights Committee. 2013 was an important year in our institutional consolidation as we hired our first regional delegates in West Africa and Asia. Our financial stability also improved. Finally, we initiated a strategic planning process in 2014, with the aim to adopt a new 3 year strategic plan covering the period 2015-2017. The evaluation of our initial 5 years of operation will enable us to take stock of what we have achieved and how, through an external perspective. We expect to learn on the good practices of our work, and identify potential gaps and areas for institutional improvement. It is also expected that the evaluation will feed into our future 2015-17 strategic plan.

The initial five years of CCPR Centre 2009-2013

The main intention for the establishment of the Centre was to increase the participation of human rights defenders and civil society in the Human Rights Committee's (HR Ctte) work. Inputs from civil society and interaction with its representatives are a central element for the efficacy of

the HR Ctte review process. Furthermore, national and local NGOs also have a key role to play in follow-up to the concluding observations by contributing to their implementation.

During its initial five years of operation, the CCPR Centre has focused on supporting NGO engagement in Human Rights Committee reviews in a maximum number of countries. Despite scarce resources, the Centre also contributed to various progresses in the HRCtte methodology. Our website has become a resource for individuals and institutions interested in the implementation of the ICCPR and the work of the HR Ctte. Finally, we have also documented hundreds of individual cases considered by the Committee as part of the procedure established by its first Optional Protocol. The Centre is witnessing a number of needs and institutional opportunities to improve the implementation of the ICCPR at the national level. The evaluation will constitute an important contribution to our identification of needs and opportunities, how to prioritise them and how to address them.

Objectives of the evaluation

The CCPR Centre seeks to get an external expert perspective on its institutional achievements and to position its future development with its first external evaluation, based on the perspectives of CCPR Centre actors, partners, beneficiaries and other relevant stakeholders. The evaluation should seek to assess the following principles:

- *Relevance*: was the Centre mandate suitably designed to address the problems identified? Was it relevant to the needs of its target group and beneficiaries?
- *Efficiency*: how did the Centre perform on the allocation of human and financial resources in implementing its mandate? Did we achieve value for the money?
- *Effectiveness*: how far have we delivered on our intended outputs and results? Could we achieve similar or better results with different methodology(ies)? How could things be done better in the future?
- *Sustainability*: are the results sustainable? Is CCPR Centre support/involvement still required in order to achieve lasting results and where?
- *Impact*: what contribution did we make to the change we wanted to see? What were the final results of our activities during the initial five years?

The evaluation report is intended for CCPR Centre staff, management and Board, the stakeholders consulted as part of the exercise, as well as our donors, including core donors. This evaluation, which is the first of its kind for us, is not intended as an assessment of specific CCPR Centre interventions or as an impact assessment of HR Ctte recommendations. It should instead focus on the core of our work.

Scope of the evaluation and consultations with in-country partners

This is a desk based evaluation. However, the evaluator will be required to interview relevant stakeholders and beneficiaries in some of our target countries. The list of illustrative countries includes one per continent as well a country where we are disseminating HR Ctte recommendations through other human rights mechanisms:

- Bolivia
- Indonesia
- Mozambique
- Democratic Republic of Congo (where we also work on UPR)

In addition to country based actors, the evaluator will also be requested to interview other relevant external stakeholders such as current and members of the HR Ctte and their Secretariat; as well as other international human rights NGOs who monitor the HR Ctte. Interviews may be conducted by skype, telephone, and/or through written questionnaires.

It must be duly noted that the activities of the CCPR Centre over the past five years were not limited to the above 4 countries, and the evaluation should seek to cover our core mandate, by making use of the illustrative examples of our activities in these 4 countries.

Timeframe & budget

The evaluation must be completed within a two months' timeframe. Candidates should include an estimate of the time required and their costs in the proposal.

Proposed evaluation methodology

The external evaluator will be provided with all data and information relevant to the activities of the CCPR Centre between 2009-2013, including internal reports (e.g. for the Board), mission reports, project documents, annual reports, reports from partners, memorandum of understanding, etc. The evaluator will also be provided with contact details for relevant project stakeholders and beneficiaries, including in the target countries mentioned above. Special arrangements may be agreed to translate relevant documents and facilitate interpretation during country visits.

At minimum, the evaluator will be required:

- To undertake a review of all relevant documents
- Discuss with CCPR Centre staff, including the Director, Board members, and former staff
- Organise interviews/questionnaires with key stakeholders,

However, applicants are welcome to propose different or additional evaluation methodologies, including details on the methods for the verification of information.

Professional qualifications

- Postgraduate degrees or higher in human rights, law, or a related field (political science)
- Professional experience in project design, implementation, and evaluation;
- Previous experience in evaluations of human rights projects a must;
- Knowledge of UN treaty bodies, ICCPR and/or Human Rights Committee a plus;
- Demonstrable report writing competencies;
- Fluency in English, and good working knowledge of French and Spanish.

Deliverables and schedule

The evaluator is expected to initiate the review during the course of September 2014, and to submit a first draft evaluation report to the CCPR Centre by mid-November. The final report should be submitted at the end of November 2014. The report should include at least the following sections:

- Background & introduction
- Methodology
- Main findings with regards to the evaluation criteria of relevance, efficiency, effectiveness, sustainability, impact and human rights based approach
- Main findings related to the countries reviewed as part of the evaluation
- Recommendations to CCPR Centre
- Relevant annexes, including questionnaires, persons & institutions interviewed, relevant documents related to the CCPR Centre activities, etc

Where and when to send applications

Applications should include a description of the experience and skills of applicants to undertake the evaluation (cover letter), CV(s), copies of previous evaluation reports or writing sample, references, and an estimation of costs. Applications should be emailed to recruitment@ccprcentre.org quoting the following reference "Evaluation of CCPR-Centre", at the latest by close of business on 15 August 2014.

CCPR Centre, July 2014