



European Evaluation Network  
for Rural Development

# **ANNUAL WORK PROGRAMME 2014**

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## Introduction

Council Regulation (EC) No 1698/2005 of 20 September 2005 on support for rural development by the European Agricultural Fund for Rural Development (EAFRD) foresees in Article 67, as a part of technical assistance for rural development policies, a European Network for Rural Development to be established at Community level. This Article on the European Network for Rural Development stipulates different tasks, including to “*set up and run expert networks with a view to facilitating an exchange of expertise and supporting implementation and evaluation of the rural development policy*” (Article 67 (e)). Against this background the European Commission has set up, as a part of the European Network for Rural Development, a European Evaluation Network for Rural Development (hereinafter referred to as "Evaluation Expert Network") that fulfils the evaluation-related functions foreseen by the aforementioned Article.

### *Organisation*

The Evaluation Expert Network works under the responsibility of the evaluation function of the Directorate-General for Agriculture and Rural Development. The Evaluation Expert Network is supported and supervised by a Steering Group that involves the competent units of the Directorate-General for Agriculture and Rural Development, as well as other Commission services.

The work of the Evaluation Expert Network related to the exchange of expertise and the establishment of best practice on evaluation of the rural development policy is followed by the Expert Committee on Evaluation of Rural Development Programmes (Evaluation Expert Committee). This Committee was established by Commission Decision of 20 February 2008 setting up the organisational structure for the European Network for Rural Development (2008/168/EC). It is composed of two representatives from each national competent authority and chaired by a representative of the Commission.

Actors at the level of Member States, as well as at programme level (administrations, evaluators, academics, stakeholders) will be involved via seminars, workshops, discussion of thematic studies, and the dissemination of a newsletter.

The technical task of the Evaluation Expert Network (the Evaluation Helpdesk) is carried out by an external contractor, EEIG RurEval.

### *Evaluation Helpdesk*

The Evaluation Helpdesk serves as central information point concerning the evaluation of Rural Development Programmes and assists in the establishment and the management of the Evaluation Expert Network. Moreover, the Helpdesk provides expertise and guidance on methodological issues, such as evaluation practices and data collection, and provides support to the Commission and to the Member States in dealing with evaluation reports.

A dedicated set of technical support services and tools is provided by the Helpdesk. These include a trilingual website (English, French and German), an electronic newsletter, a question and answer service, a glossary of terms, best practice examples and access to key literature.

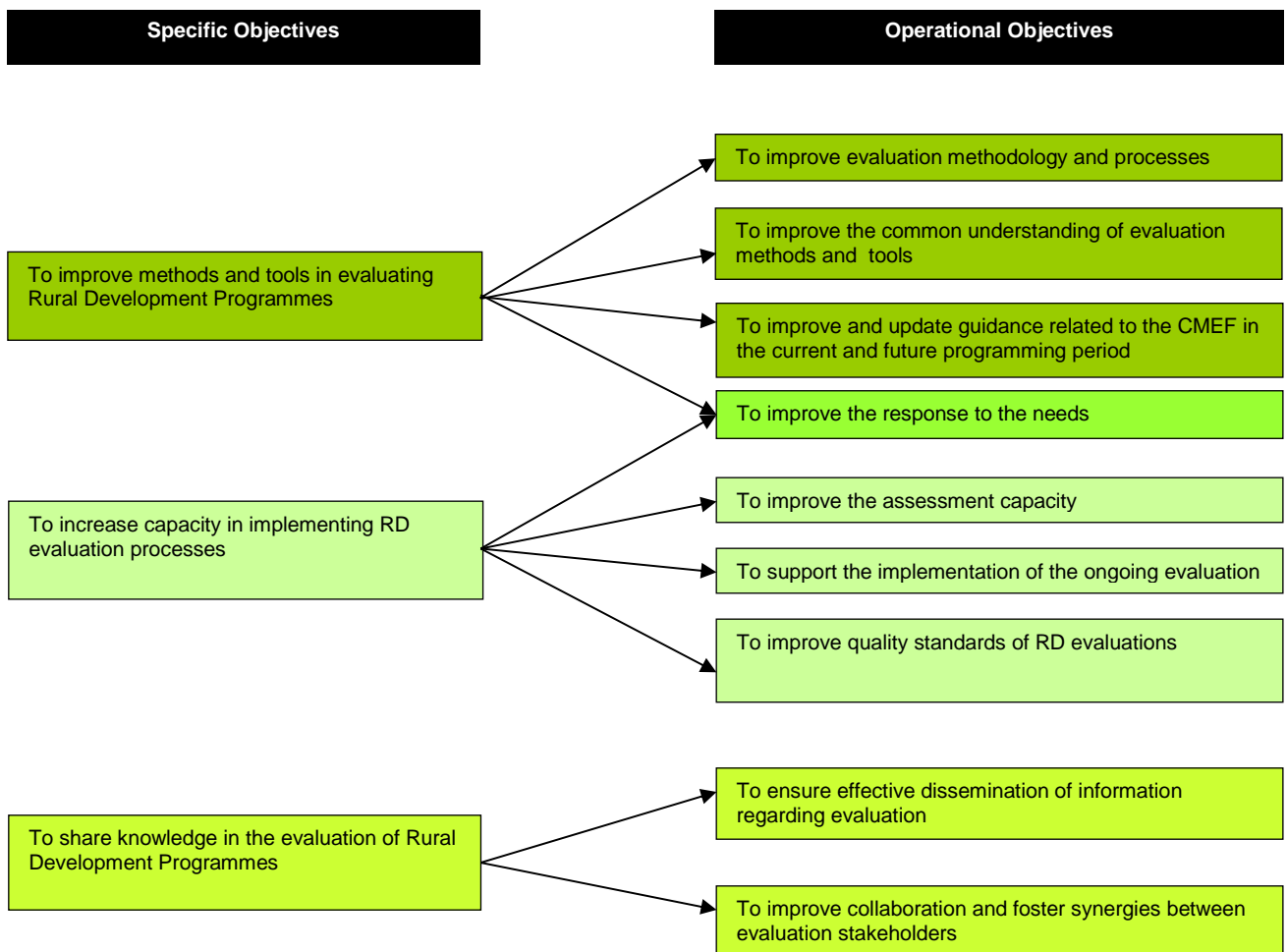
The Helpdesk is composed of a permanent team of staff in Brussels and is supported by around twenty experts from across the 27 EU countries with knowledge in the field of evaluating Rural Development Programmes. Thematic working groups are set up to analyse and draw conclusions on key themes such as assessment of the socio-economic and environmental impacts, assessment of the Leader approach, etc.

## Objectives

The overall objective of the Evaluation Expert Network is to increase the usefulness of monitoring and evaluation as tools for improving the formulation and implementation of rural development policies. This will be achieved by:

- improving methods and tools in the evaluation of Rural Development Programmes,
- increasing capacity in implementing the evaluation process, and by
- sharing knowledge in the evaluation of Rural Development Programmes.

The graph below presents the three specific objectives mentioned above, broken down into operational objectives:



# Work Programme for January to June 2014

## 1. To improve methods and tools in evaluating Rural Development Programmes (content development function)

### 1.1 To improve evaluation methodology and processes of RD Programmes

The Evaluation Expert Network adopts a thematic approach in order to support the development and improvement of evaluation methods, with a view to contributing to the increase of capacity in the field of evaluation of Rural Development Programmes.

#### 1.1.1 Thematic Working Group Ex post evaluation Guidelines

The Thematic Working Group “Guidelines for the RDP ex post evaluation 2007-2013 will be continued in 2014.

The objective of the Thematic Working Group is to prepare, based on the experiences of the current programming period, relevant background documents that can be used to improve the guidance for the current and next programming period.

This working group is designed as a think-tank concerning RD evaluation methods and is composed of evaluation experts and practitioners from the Member States. Workshops will be the preferred working method of the group. The analytic results of the working group feed into the CMEF review process.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

#### Potential Outputs:

- Thematic working paper(s), guidance documents (exact output and timeline defined in Concept Note)

### 1.2 To improve the common understanding of evaluation methods and tools

In 2012 the Evaluation Helpdesk published the trilingual glossary of terms related to the evaluation of rural development along with the set of FAQs on its website. Work will continue in 2014 to further develop and strengthen the contents. The dissemination of these tools will be organised via the Network’s website – cf. Activity 3.1.3 - and the Network’s newsletter – cf. Activity 3.1.4 mainly.

#### 1.2.1 Develop a Glossary

This activity will chiefly consist of a single ongoing activity:

##### 1.2.1.1 Further develop a glossary of terms on evaluation of rural development

The development of the glossary of terms on evaluation of the Rural Development Programmes will be continued. New terms to be included in the glossary will be identified in relation to the other activities performed by the Evaluation Expert Network, in particular the theme-based activities aiming to improve evaluation methodology. Definitions of new terms on the website will be made available in English, French and German. Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

**Expected Outputs:**

- Additional set of terms included in the glossary
- Updated glossary on website (in English, French and German)

## 1.2.2 Develop Frequently Asked Questions

This activity will consist of a single ongoing activity:

### 1.2.2.1 Compile Frequently Asked Questions

Additional FAQs will be compiled on the basis of the requests for information received and dealt with by the Evaluation Helpdesk. Replies to requests for information will be prepared by the Evaluation Helpdesk and agreed with the European Commission before being added to a list of potential FAQs. An extended list of FAQs to be disseminated and published on the website will be agreed within the framework of the regular meetings between the Commission and the Evaluation Helpdesk.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

**Expected Outputs:**

- Additional set of Frequently Asked Questions and answers
- Updated FAQ section on the website in English, French and German

## 1.3 To improve and update guidance related to the CMEF in the current and future programming period

The results of the thematic working group(s) – cf. objective 1.1. above – will complement the Handbook on the CMEF and further detail the guidance given by the Handbook.

### 1.3.1 Update guidance related to the CMEF (current period)

The aim of the activity in 2014 will be to complement the respective common CMEF guidance on the basis of:

- the outcomes of the work of Thematic Working Groups
- approved answers to technical questions.

An ongoing exchange with the Member States concerning the work related to this activity will be ensured through the meetings of the Evaluation Expert Committee, workshops in Member States, etc.  
Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

**Expected Outputs:**

- Complementary papers

### 1.3.2 Support the CMEF review (future period)

In view of the next programming period, the CMEF needs to be reviewed in order to respond more closely to the objectives and priorities of the post-2013 policy. The Evaluation Helpdesk will based on its ongoing work relevant inputs to DG Agriculture for the finalisation of the Common Monitoring and Evaluation system and the Handbook.

The work of the Commission services is supported by the Helpdesk of the European Evaluation Network for Rural Development by:

- Providing relevant information sources (databases, SWOT, working papers, etc.)
- Preparation of contributions for a Monitoring and Evaluation Handbook for 2014-2020

Work from the Thematic Working Group (activity 1.1.1) may feed into this activity.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

#### **Expected Outputs:**

- Input papers, presentations, handbook etc.

## 2. To increase capacity in implementing RD evaluation processes (technical support function)

### 2.1 To improve the assessment capacity in the field of RD evaluation

Activities will be planned to help the European Commission and Member States increase their assessment capacity in relation to evaluation results.

#### 2.1.1 Provide support to EC Desk Officers on Monitoring and Evaluation

Contributions to support EC Desk Officers on tasks related to Monitoring and Evaluation of Rural Development Programmes will be planned in close collaboration with DG Agriculture. The support in form of Q&A sessions or specific trainings will be carried out by experienced Rural Development experts and will focus on practical issues..

Timeline (to be defined)

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

### 2.2 To support the implementation of ongoing evaluation

While between 2007 and 2013 the organisation of evaluation activities on an ongoing basis aimed to ensure better preparation for formal mid-term and *ex post* evaluation, beyond 2014 this approach is supposed to provide also a good basis for evaluation during the next programming period. .

#### 2.2.1 Support the capacity-building on evaluation in the Member States through targeted actions

The needs assessments in previous years revealed that capacity-building in the field of evaluation of Rural Development Programmes is a key challenge for most Member States. The preparation of supportive material and the implementation of targeted actions by the Helpdesk will create synergies across the EU and effectively help improve the evaluation capacity.

##### 2.2.1.1 Prepare targeted support for capacity-building activities for stakeholders involved in the ongoing evaluation of Rural Development Programmes in the Member States

The Evaluation Helpdesk will support activities of capacity building in the Rural Development programmes through the provision of relevant information and training material (working papers, Power Point Presentations, etc.) and by incorporating targeted training activities within other Helpdesk activities (e.g. within Member State missions; Good Practice Workshops etc.).

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

#### Expected Outputs:

- Material to support capacity building in the Member States (e.g. presentations, etc.)

#### 2.2.2 Collect best practices in implementing the CMEF methodology

This ongoing activity aims to provide the European Commission, the Member States and the evaluation community at large with examples of good practice worth disseminating and sharing at EU level.



Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

#### 2.2.2.1 Good Practice Workshops

Also in 2014 the collection of good practices will be primarily realized through a series of good practice workshops to be organized in collaboration with Member States authorities. The topics of the good practices will suggested in a bottom-up way by evaluation stakeholders in the Member States and may include, for instance:

- The assessment of climate change measures in RDPs
- Data-capturing from applications and operational database
- Pillar 1 and Pillar 2 linkages in evaluation

Further examples of good practice are selected according to defined criteria and according to the most urgent needs of the evaluation community.

Identified examples of good practice should be made accessible on the website of the European Evaluation Network for Rural Development on a continuous basis.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

#### **Expected Outputs:**

- Good practice examples on evaluation methods and processes (published as Good Practice Newsletter, presentations , updated Good Practice section on the website)

**3. To share and disseminate knowledge in the evaluation of Rural Development Programmes (dissemination & networking function)**

**3.1 To ensure effective dissemination of information regarding evaluation methodology and processes**

The year 2008 was dedicated to the setting-up of the communication and dissemination tools. In 2009, 2010, 2011 and 2012 these tools were further tested with a view to further strengthening the presence of the Evaluation Expert Network and the Evaluation Helpdesk amongst the Evaluation Community.

**3.1.1 Establish the presence of the Evaluation Expert Network and its Helpdesk**

In previous years contacts were established with Member States as part of specific missions aiming to promote the role of the Evaluation Expert Network and the services provided by the Evaluation Helpdesk. Representatives of the Evaluation Helpdesk also attended a number of events.

The objective for the year 2014 will be to continue strengthening the presence of the Evaluation Expert Network and its Helpdesk in the activities organised at EU level in relation to evaluation of Rural Development Programmes.

3.1.1.1 Update presentation files

An initial set of generic presentation files – e.g. role and functions of the Evaluation Helpdesk, etc. – was created in 2008. These were updated and refined in 2009, 2010, 2011 and 2012. Also in 2014 they will continue to be regularly updated, while additional presentation files will be created to reflect the achievements of the Evaluation Expert Network in specific fields. The files will be used at events or meetings in Member States – which may require some degree of adaptation according to the audience – and will also be partly available on the Network’s internet site.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

3.1.1.2 Attend events and meetings in Member States

As was the case in previous years, also in 2014 the Evaluation Helpdesk contributes to events and meetings in the Member States. The events to be attended by the Evaluation Helpdesk will be agreed on a case-by-case basis with the European Commission. An indicative plan for the events to be attended for the 1<sup>st</sup> half of 2014 is to be submitted to the EC by the end of December 2013.

The Helpdesk may be represented by Members of its permanent or non-permanent team.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

**Expected Outputs:**

- Presentation files
- Reports on events attended
- Conference papers

### 3.1.2 Manage a library of relevant studies and other relevant information

The information collection for evaluation literature and procedures were established and tested in 2008. From 2009 to 2013 the information base was expanded. This activity will continue in 2014 on an ongoing basis.

Two interrelated actions are envisaged as part of this activity:

#### 3.1.2.1 Collect and disseminate information on publications and events

Key documents on evaluation – either in hard copies or in electronic format - will be collected and abstracts be drawn up in English. Also official EC literature as well as EC guidance / working documents will be made available as part of this library. The information collected will be disseminated via the Evaluation Expert Network’s website, in newsletters and on request.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

#### **Expected Outputs:**

- Library of documents related to evaluation of rural development

### 3.1.3 Run the Evaluation Expert Network’s website

A provisional website, containing basic information on the Evaluation Expert Network, was set up in 2008 on Europa, the European Union website portal. Since 2010 the final website has been online, though particular sections are continuously expanded. Publishing content on the Evaluation Expert Network’s website is an ongoing activity. It will entail updating or creating new pages for the internet site as well as uploading relevant files – e.g. abstracts on publications, working papers, FAQs, etc.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

#### **Expected Outputs:**

- Ready-to-publish material, uploaded on the Evaluation Expert Network’s website in EN, DE, FR

### 3.1.4 Produce newsletters

One newsletter will be produced in 2014. This newsletter will aim at promoting the results achieved by the Evaluation Expert Network. All newsletters will be disseminated in the usual electronic format in three languages – EN, DE, FR.

#### 3.1.4.1 Produce and disseminate Newsletter

The specific issues of the Evaluation Expert Network’s Newsletter will be disseminated depending on the outputs.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

**Expected Outputs:**

- Issues of the Evaluation Expert Network’s electronic newsletter in EN, DE, FR

**3.1.5 Manage a mailing and distribution list database**

A mailing and distribution list database was set up in 2008, which aimed to disseminate the work undertaken by the Evaluation Expert Network, including newsletters, to different audiences. It was further updated in the following years.

**3.1.5.1 Update and expand the mailing and distribution list database**

The mailing and distribution list database will be updated and expanded on a regular basis. The updated lists will be submitted to the European Commission in June and December for approval.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
					to EC						

**Expected Outputs:**

- Mailing and distribution list

**3.2 To improve collaborations and foster synergies between stakeholders**

Sharing good practice on evaluation of rural development will be achieved by establishing and maintaining collaborations with the relevant stakeholders and making use of potential synergies emanating from the links created.

**3.2.1 Run the Evaluation Helpdesk**

The Helpdesk was established in 2008 with the aim to act as a hub for information related to evaluation of Rural Development Programmes in the EU. The objective for the year 2014 will be to continue strengthening the role and functions of the Evaluation Helpdesk as a robust reference tool for all those with an interest in the field of evaluation of rural development.

The following ongoing actions are planned:

**3.2.1.1 Coordinate requests for information**

The Evaluation Helpdesk regularly receives requests for information from Member States in relation to the evaluation of Rural Development Programmes. The Evaluation Helpdesk prepares replies to these requests and sends them to the European Commission for approval – as part of Technical Reports to be forwarded every two weeks on average - before being forwarded to Member States.

The specific focus for 2014 will be laid on:

- the provision of relevant answers to Member States’ questions
- the publication of answers as part of FAQs

Steps for dealing with requests for information are described in the Evaluation Helpdesk’s Manual of Procedures.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

### 3.2.1.2 Host visitors to the Evaluation Helpdesk

The Evaluation Helpdesk will host visitors on the basis of appointments. Short reports on those visits will be drawn up and forwarded to the European Commission, along with the regular Technical Reports – cf. 3.2.1.1. above.

Steps for dealing with visits are described in the Evaluation Helpdesk’s Manual of Procedures – cf. 3.2.1.4 below.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

### 3.2.1.3 Coordinate the permanent and non permanent Evaluation Helpdesk teams

Managing the permanent and non-permanent Team of the Evaluation Helpdesk will be the responsibility of the Team Leader.

The coordination and flow of information with the non-permanent teams, i.e. the Core Team of Experts and the Geographic Experts, will be ensured through regular circulars and other dissemination forms (e.g. direct contacts, direct e-mails, etc.). If appropriate, meetings will be organised with the team of experts.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

### 3.2.1.4 Maintain the Evaluation Helpdesk’s Manual of Procedures

The Manual of Procedures aims to clarify roles and the structure for various types of collaborations and tasks. It will be updated when needed, amended and possibly expanded according to needs in terms of activity coordination.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

### 3.2.1.5 Finalising the contract

The permanent team will foresee capacities for the closing procedures due during the last months of the last contract year to carry out all activities which ensure an effective capitalisation of the work carried out in previous years. This includes:

- update of working papers, guidelines or other documents established during the contract period which need an update to reflect recent work results
- submission of all technical documents in hard-copy and in word- and pdf format to the Commission, presented in a way allowing a quick archiving
- The submission of all mailing- and address-lists which have to be updated according to latest changes
- The submission of all data used and produced during the work in a ready-to archive format
- The organisational tasks related to the closing of the Evaluation Helpdesk
- The submission of all electronic files, including a detailed and up-to-date map of the filing plan.

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

**Expected Outputs:**

- Technical reports including requests for information and proposed replies
- Approved replies to requests for information
- Reports on visits to the Evaluation Helpdesk
- Minutes of meetings of the Core Team of Experts
- Updated filing system
- Documents for the finalisation of the contract

**3.2.2 Follow-up on the activities of the Evaluation Helpdesk**

This activity will aim to secure an efficient flow of information between the consultants in charge of managing the Evaluation Helpdesk and the European Commission and in particular to ensure that planned activities meet expectations.

The following actions will be run:

**3.2.2.1 Hold regular meetings between the consultants and the European Commission**

Meetings will be held regularly to discuss the implementation of the various activities planned in the work programme as well as the technical questions received. If appropriate, minutes will be drafted.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

**3.2.2.2 Participate in meetings with the Steering Group**

Periodic meetings with the Steering Group will aim to keep the members of the Steering Group informed about the planned activities and the work achieved – cf. quarterly and annual reports – as well as the problems encountered and the solutions found. These meetings are also a forum for discussing the drafts of the Annual Work Programmes.

Timeline: *dates of Steering Group meetings to be agreed*

**3.2.2.3 Report about activities and achievements**

Quarterly and annual reports will be submitted to the European Commission, highlighting the activities carried out and the results achieved, as well as the problems encountered and the solutions found.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Q4			Q1			Q3	Final Report				

**Expected Outputs:**

- Meeting minutes
- Quarterly reports on main tasks
- Quarterly reports on additional tasks as completed
- Final Contract Report

### 3.2.3 Collaborate with the Expert Committee on Evaluation of Rural Development Programmes

The Expert Committee on Evaluation of Rural Development Programmes – Evaluation Expert Committee - was formally set up in 2008. Meetings of this Committee are held in Brussels.

#### 3.2.3.1 Prepare and attend meetings of the Evaluation Expert Committee

The meetings of the Evaluation Expert Committee or similar groups will be held at least 2 times a year. The dates of the meetings will be agreed well in advance.

The Evaluation Helpdesk will assist the European Commission in preparing these meetings.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

#### 3.2.3.2 Coordinate the follow-up of Evaluation Expert Committee meetings

The Evaluation Helpdesk will be in charge of drawing up the minutes of meetings of the Evaluation Expert Committee or similar groups, while the Commission will be responsible for disseminating them.

The follow-up to the meeting of the Evaluation Expert Committee in Quarter 2 will be provided within the limits of the duration of the contract.

The Evaluation Helpdesk will ensure that the outcome of the discussion feeds into the existing and future Annual Work Programmes, as well as the activities of the various thematic working groups.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

#### **Expected Outputs:**

- Presentation materials
- Evaluation Expert Committee meeting minutes

### 3.2.4 Liaise with Member States

#### 3.2.4.1 Organise missions to Member States

Specific missions to Member States will be organised. The main target group are the evaluation stakeholders (Managing Authorities, evaluators, national networks, etc.) in the Member States.

Regarding specific missions to the Member States – including direct contacts with the Managing Authorities, those countries not visited from 2008 to 2013 will be given a priority. The thematic orientation of presentations will take into account the current themes and issues of the Helpdesk's work.

The other key objective of these missions will be to identify and disseminate best practice and contribute to building capacity for the evaluation of Rural Development Programmes – cf. Activity 2.2.1.

A detailed mission plan for the 1<sup>st</sup> half of 2014 is to be submitted to the EC by the end of December 2013.

This action will be run jointly with Action 3.1.1.2. 'Attend events and meetings in Member States'.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

### 3.2.4.2 Manage direct contacts and exchange of information with evaluation stakeholders in the Member States

The Evaluation Helpdesk will coordinate requests for information from evaluation stakeholders (bodies concerned with the evaluation of RDPs, evaluators, etc.) in line with Action 3.2.1.1. 'Coordinate requests for information'.

Any other information received or message exchanged between the Evaluation Helpdesk and evaluation stakeholders will be registered and the European Commission informed about the contents of these exchanges.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

### 3.2.4.3 Provide support to Member States for evaluation-related conferences and workshops

The Evaluation Helpdesk will provide methodological support to Member State authorities which organise in cooperation with DG Agriculture evaluation-related conferences and seminars. This support may consist in methodological input and assistance for information and dissemination (e.g. provision of contact details, announcement on website, dissemination of outputs through network, etc.).

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

## 3.2.5 **Collaborate with the European Network for Rural Development**

This activity aims at maintaining links with the European Network for Rural Development, thus ensuring consistency and creating synergies between the activities of the two Networks. The European Network for Rural Development (EN RD) was set up in 2008. Both Networks are sharing the same website, while the consultants in charge of the wider European Network for Rural Development will be responsible for the overall management of it. Regular exchanges on activities and schedules between the two networks are also foreseen. While the entities mentioned below are the most relevant ones this list is however not exhaustive: information exchange and coordination with other bodies, such as the Leader Network, the Leader sub-committee, the evaluation network of DG REGIO, etc. is considered highly useful and will be intensified for specific themes and purposes. The following actions are envisaged:

### 3.2.5.1 Liase with the Coordination Committee of the ENRD

The Coordination Committee is part of the European Network for Rural Development. Representatives of the Evaluation Helpdesk will attend meetings of the Committee and relevant sub-committees.

### 3.2.5.2 Liase with the Contact Point of the ENRD

It is agreed that joint meetings between the consultants in charge of both Networks will be held. The European Commission will be invited to those meetings and decide about its participation on the basis of the proposed agenda. One of the main tasks shared between the Helpdesk and the Contact Point relates to the website of the Evaluation Expert Network, which is an integral part of the website of the wider European Network for Rural Development. Other tasks may include sharing contact databases,



information in relation to indicators, etc. Short minutes will be drawn up for these meetings and forwarded to the European Commission.

Timeline:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

- Expected Outputs:**
- Minutes of the meetings between consultants in charge of both Networks