

## Tool 15 – Evaluation grid for cooperation<sup>1</sup>

The list of questions proposed below may guide cooperation project coordinators during the design of the evaluation of their project.

It is not possible for this tool to cover all themes, methods and approaches that may be relevant to cooperation projects. The questions presented hereafter are to be considered as a basis for further development and adaptation, most notably concerning the quantitative evaluation of impacts of the cooperation project.

### *Relevance of the cooperation project*

- To what extent have the objectives of the project, as stated in the initial partnership agreement, been met?
- Are the activities and outputs of the project consistent with the intended impacts and effects?
- What were the major factors influencing the achievement or non-achievement of the objectives?

### *Efficiency of the cooperation project*

- Were objectives achieved on time?
- Can the activities carried out be considered cost-efficient? Why / why not?
- Was the project implemented in the most efficient way, compared to alternatives?

### *Impact of the cooperation project*

- What was the specific **contribution** of the cooperation project to the area?
  - o Realisation of local projects which would not have been possible without the cooperation project;
  - o Stimulation for innovative actions;
  - o Valorisation of similarities or complementarities;
  - o Achieving a critical mass which would have not been possible without the cooperation project;
  - o Networking.
- What has happened as a **result** of the cooperation project?
  - o What has been done?
  - o What are the results (including in terms of figures)?
  - o How many people have been affected?
  - o What real difference has the cooperation project made to the beneficiaries?
- What are the resources which have been used for the implementation of the project and what economical resources has the cooperation project made available? (economic evaluation)
- Questions specific to the area of the cooperation project, e.g.:

<sup>1</sup> Some of the material in this tool is adapted from 'DAC Criteria for Evaluating Development Assistance' – OECD

- Tourism: to what extent has the number of beds in the partner areas increased; what is the share of visitors showing increased satisfaction with the quality of the services provided; to what extent has the number of activities proposed increased; to what extent has the number of visitors per year increased?
- Local products: have production processes been harmonised; are they more environmentally friendly, to what extent has the turnover of companies involved changed; have new products been developed; have new communication means been used; has a new market been touched?

### ***Difficulties met during the implementation of the cooperation project***

What were the main difficulties met during the implementation of the cooperation project and how were they overcome (could they have been overcome differently / in better way):

- Build the most relevant partnership (find the most relevant local and external partners);
- Define the right project content (in terms of objectives and actions to be carried out);
- Ensure an efficient management;
- Achieve the right degree of coherence between the cooperation project and the local development strategy;
- Aspects linked to legal, administrative or financial issues;
- Lack of technical assistance;
- Other.

### ***Sustainability of the cooperation project / structure***

- To what extent will the benefits of the project continue?
- What are the major factors which will influence the achievement or non-achievement of sustainability?
- Is the cooperation project's implementing structure viable in the long term? Will it be dependent on some external funding or will it become autonomous?
- Will the partnership be extended?

### ***Dissemination, feedback, knowledge management and learning***

- How were the results of the cooperation project disseminated?
- In addition to reports, were other communication tools used (press releases, press conferences, abstracts, annual reports providing a synthesis of findings)?
- What mechanisms have been put in place to ensure that project knowledge was accessible to relevant stakeholders and to the wider population?
- What organisational form/social approach was developed in order to implement the cooperation project?
- Does the cooperation project represent a progress in terms of strengthening local identity?

### ***Partnership***

- Did the partnership represent the best combination to implement the project?
- Were all the required competences brought together or would the project have had it easier with other types of knowledge involved?

- Was the number of partners ideal?
- Have there been some communication problems (language, decision making processes...)?

***If things were to be started again, what would we do in a similar way and what will we do in a different way (& why)?***