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## TERMS OF REFERENCE

### *For Final Evaluation of the Project*

#### ***"Human Rights in Action: Championing Change with Youth and CSOs"***

**Contract number:** NDICI HR INTPA/2024/462-194

**Project donors:** European Union, German Federal Ministry for Economic Cooperation and Development (BMZ)

**Country:** Uzbekistan

### **1. Introduction**

Since January 2025, DVV International and Barkaror Hayot have been jointly implementing the project "Human Rights in Action: Championing Change with Youth and CSOs". As the project is coming to an end, DVV International is seeking (an) external consultant(s) to conduct an independent evaluation of the project.

The implementing organizations are committed to continuous learning, accountability and evidence-based programming, thus the evaluation is not only intended to assess project performance and accountability towards the donor, but also to generate practical knowledge that will inform the design and implementation of future human rights and civic engagement initiatives in Uzbekistan.

### **2. Project summary**

|                                   |                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Title of the action</b>        | "Human Rights in Action: Championing Change with Youth and CSOs"                                                                                                                                                                                                                                                                                                            |
| <b>Location(s) of the action</b>  | Surkhandarya Region, Namangan Region, Tashkent Region                                                                                                                                                                                                                                                                                                                       |
| <b>Duration of the action</b>     | January 2025 – December 2026 (24 months)                                                                                                                                                                                                                                                                                                                                    |
| <b>Total budget of the action</b> | 421 053.00 €                                                                                                                                                                                                                                                                                                                                                                |
| <b>Partners</b>                   | NGO Barkaror Hayot                                                                                                                                                                                                                                                                                                                                                          |
| <b>Background information</b>     | The project addresses several critical aspects of human rights and democracy values in Uzbekistan. It aims at raising a new generation of young human rights defenders, to empower disadvantaged groups, particularly (ex-)prisoners, in protecting their social, economic and cultural rights, and to increase accountability and transparency of the penitentiary system. |

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                 | Project activities include capacity building for civil society organizations (CSOs) and young people, dialogue platforms between governmental and non-governmental actors, as well as counselling and training for (ex-) prisoners. Overall, the project intends to contribute to the implementation of Uzbekistan's international commitments under human rights treaties and to make society safer and more sensitive to justice.                                                                                              |
| <b>Objectives of the action</b> | <b>Project specific objectives:</b> <ul style="list-style-type: none"> <li>• Establishing dialogue platforms for networking between state and civil society institutions to promote and advance human rights and democratic values.</li> <li>• Strengthening of CSOs and stakeholders' capacity for promoting human rights and democratic values</li> <li>• Empowering the project target groups to access and exercise their social, economic and cultural rights to information, education, culture and well-being.</li> </ul> |
| <b>Target group(s)</b>          | In the spirit of a participatory and human rights-based approach, the project involves various target groups: <ul style="list-style-type: none"> <li>• 130 representatives of CSOs</li> <li>• 1140 youth in the project locations</li> <li>• Circa 150 representatives of government agencies</li> <li>• 120 law enforcement officers 780 young ex-/prisoners</li> </ul>                                                                                                                                                         |
| <b>Final beneficiaries</b>      | 4000 prisoners in 6 prisons, 400 law enforcement officers, 3600 youth in project locations. General population, students and pedagogical staff of targeted universities and VET institutions etc. in total 5000 people.                                                                                                                                                                                                                                                                                                          |

### 3. Brief information about the organizations implementing the project

#### ***DVV International***

DVV International carries out the international work of the Deutscher Volkshochschul-Verband e.V. (DVV), the German Adult Education Association. DVV represents the interests of the approximately 850 adult education centres (Volkshochschulen) and their state associations, the largest further education providers in Germany.

DVV International is a professional partner in dialogue with the local people. To achieve this, it cooperates with more than 200 civil society, government, and academic partners in more than 30 countries across Africa, Asia, Latin America and Europe. DVV International finances its work through funds from the Federal Ministry for Economic Cooperation and Development (BMZ), the German Federal Foreign Office, the European Union, as well as other donors.

DVV International has been actively operating in Uzbekistan since 2002.

#### ***Barqaror Hayot***

Barqaror Hayot is a well-established national NGO in Uzbekistan. The organization assists victims of human trafficking and former prisoners with rehabilitation and re-integration into normal life, supports anti-human trafficking efforts and prepares labor migrants to adapt to working abroad. Barqaror Hayot has valuable experience in the penitentiary system, being one of the very few NGOs with access to prisons. They have a qualified team of trainers, lawyers, psychologists, and social workers to work with both ex-/prisoners and youth.

The organization was established in 2003.

#### 4. Evaluation goal and objectives

The overall goal of the final evaluation is to independently assess the extent to which the Human Rights project has achieved its objectives and expected results, as defined in the approved project proposal and Logical Framework Matrix, and to assess the effectiveness, impact, and sustainability of the project, in accordance with the OECD DAC Evaluation Criteria.

The evaluation will specifically:

- Assess the relevance of the project design, objectives, and intervention logic in relation to the needs of the target groups and the national human rights context;
- Assess the extent to which the project achieved its intended outputs, outcomes and specific objectives, as defined in the approved project proposal and Logical Framework Matrix;
- Evaluate the efficiency of project implementation, including resource utilisation, management arrangements, coordination mechanisms and partnerships;
- Assess the project's contribution to strengthening human rights awareness, youth participation, institutional cooperation and the empowerment of CSOs, (ex-)prisoners and other target groups;
- Analyse the sustainability of project results and identify factors that are likely to support or hinder the continuation of project benefits beyond the project period;
- Identify lessons learned, key success factors, challenges, risks, and contextual constraints that influenced project implementation, as well as mitigation measures applied during the project;
- Document good and innovative practices related to human rights promotion, youth participation, working with (ex-)prisoners, and cooperation between civil society and state authorities;
- Provide practical, evidence-based and forward-looking recommendations for DVV International, Barqaror Hayot, state authorities, local communities and other stakeholders regarding future programming, scaling-up, policy dialogue - and institutional cooperation in the field of human rights promotion, youth empowerment and prison education.

#### 5. Subject and focus (scope)

The subject of the evaluation is the project “**Human Rights in Action: Championing Change with Youth and CSOs**”, implemented jointly by DVV International and Barqaror Hayot between January 2025 and December 2026.

The evaluator/s will review and summarise the available evidence on the relevance, quality, effectiveness, efficiency, and impact of the project activities and will raise and address all relevant issues that may emerge during the evaluation. The project implementation should be evaluated regarding the quality and timeframe of produced results. The efficient use of resources and the effectiveness of the project management shall also be evaluated.

#### 6. Main Evaluation questions

The evaluation shall be conducted in line with the **OECD DAC Evaluation Criteria**<sup>1</sup> and shall provide clear and evidence-based answers to the following key questions:

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<sup>1</sup> The OECD DAC Criteria for Evaluating Development Assistance are a widely used framework established by the Development Assistance Committee (DAC) of the Organisation for Economic Co-operation and Development (OECD).

## Relevance

- To what extent did the project address the priority needs of its target groups and respond to the human rights context in Uzbekistan?
- Was the intervention logic coherent, realistic and appropriate for achieving the intended objectives?
- To what extent were beneficiaries involved in project implementation?

## Effectiveness

- To what extent were the planned outputs and outcomes and objectives achieved? (Reference is to be made to the project proposal and the logframe.)
- To what extent did the project strengthen youth and CSO participation in promoting human rights and democratic values?
- Which implementation approaches proved most effective?

## Efficiency

- Were financial, human, and organisational resources used economically and efficiently to achieve the project results?
- Were project management, coordination, and communication and monitoring arrangements among DVV International, partners, and stakeholders?
- Were implementation processes timely and adaptive?

## Impact

- To what extent have the activities had an impact on the target groups?
- What changes, if any, occurred as a result of the project in terms of the capacities and the behavior of youth, CSOs, (ex-) prisoners and law enforcement authorities as well as in terms of cooperation between the different target groups?
- To what extent did the project contribute to improved human rights awareness, transparency, institutional cooperation and accountability in the penitentiary system?
- Were there any significant unexpected positive or negative results?

## Sustainability

- To what extent are the benefits of the project likely to continue after project completion?
- What factors support or hinder the sustainability of project results, and what measures could strengthen long-term impact?

## Project Management:

- How effective was the project staff in implementing the activities? Were the steering mechanisms effective?
- How well did cooperation and communication between staff and with stakeholders work?

## 7. Evaluation approach and methods

The evaluation will apply a **mixed-methods approach**, combining qualitative and quantitative data collection and analysis to ensure triangulation of findings and the credibility of conclusions.

The evaluation is expected to develop an appropriate methodology that includes, as a minimum :

- Desk review of key project documents, including the project proposal, the logical framework matrix, interim project reports, monitoring data, visibility material and project implementation documents (as far as available);

- Collection of primary data through qualitative methods such as semi-structured interviews and/or focus group discussions with key stakeholders, including project staff, youth activists, representatives of law enforcement authorities, project beneficiaries etc.;
- Where feasible, collection of quantitative data through surveys or structured tools to assess changes for the target groups;

The evaluator/s shall propose a detailed methodology and data collection plan, including sampling and tools, in an inception report. The methodology should be gender-sensitive, inclusive, and appropriate to the local context.

All evaluation activities shall follow the principles of:

- independence;
- impartiality;
- confidentiality;
- informed consent;
- data protection;
- safeguarding;
- the Do No Harm principle.

## **8. Indicative Timetable**

- Selection and contracting of evaluator/s: Until beginning of October 2026
- Online briefing: Beginning of October 2026
- Document review (desk study) and inception report: Until October 20, 2026
- Field study: Within the period October 20 - November 5, 2026
- Submission of draft report: Until November 15, 2026
- Submission of final report: Until December 5, 2026

The tentative timeline is 16 working days and remains open to specific changes and suggestions from the prospective evaluator/s.

Please take the indicative distribution of working days into account in your suggestions regarding the evaluation methodology.

## **9. Target group of the evaluation results**

The primary target group of the evaluation results will be DVV International and Barqaror Hayot. The final evaluation report will also be submitted to the donor and should comply with the OECD DAC Quality Standards for Development Evaluation and present findings supported by verifiable evidence. Conclusions shall be logically derived from the findings, and recommendations shall be specific, practical, realistic and clearly linked to the evaluation conclusions.

## **10. Right of use**

The Principal has the exclusive and unlimited right to use the results fulfilled by the contract. The transfer of this Right of Use is complete with the payment made to the Contractor.

The Contractor has the Right of Use permission strictly limited for personal, non-commercial purposes. The transfer of the Right of Use to third parties is excluded.

## **11. Contractual Conditions**

The legal basis for this contract is provided by the „General terms and conditions for the implementation of Services" (VOL/B).

## 12. Tasks of the evaluator/evaluation team

The evaluator(s) will be requested to fulfil the following tasks:

- Methodological design and planning of the evaluation in communication with DVV International;
- Desk Study of relevant project documentation (application and logframe, project reports, monitoring documents, teaching material, social media posts etc.);
- Design of data collection instruments for the field phase;
- Preparation of an Inception Report;
- Conducting the field phase with participation and involvement of all relevant stakeholders;
- Compiling preliminary evaluation report, integrate comments, and finalize the report;
- De-briefing session with the Human Rights project team and further DVV International staff.

## 13. Deliverables

The following deliverables are expected:

- **Inception report:** The expert/ team of experts will present a report giving detailed information about methods and specified questions. This report will be presented to DVV International and Barqaror Hayot, discussed and, if need be, amended.
- **Debriefing:** By arrangement with DVV International, the expert/s will present the preliminary results of the evaluation and will answer questions in this regard, documenting the discussion, which must form part of the final report.
- **Draft evaluation report:** DVV International will receive a first draft of the final report, which will be examined on the basis of the DAC Evaluation Quality Standards; on this basis, comments will be made on the rough draft before it is returned to the expert/s.
- **Final evaluation report:** The final report will take into account the comments on the rough draft about the entire evaluation process and all results and recommendations.

The evaluation report should be produced **in English** and submitted to DVV International **electronically**.

## 14. Responsibilities and logistics

DVV International will be the contracting authority for this evaluation.

The DVV International office in Uzbekistan will provide all relevant documents and logistical support for the field visit.

The final report will be accepted by the DVV International Headquarter in Bonn.

## 15. Evaluator eligibility criteria

The consultant/s we are looking for should have

- at least 5 years of experience in the field of evaluation of development projects (please, provide proof of this experience);
- prior work experience related to human rights, youth empowerment and/or adult education (in particular in the penitentiary system);
- understanding of international human rights standards;
- strong analytical and writing skills;
- knowledge of interviewing techniques suitable to sensitive contexts and vulnerable groups;

- work experience in Central Asia or a comparable context; familiarity with Uzbek cultural norms and the legal system are an asset;
- the necessary interpersonal competences to interview both state authorities and vulnerable groups;
- an independent and impartial background (with regard to nationality and work experience);
- fluency in English; knowledge of Uzbek or Russian are an asset.

## 16. Budget

The indicative budget for this evaluation is 9,000 EUR. The estimated cost should indicate all honoraria costs, transport and travel costs, and any other relevant costs. All costs should be clearly detailed and broken down on the submitted budget. The budget should indicate the number of working days.

## 17. Application package

Experts participating in the tender for this evaluation should send the application package by **September 20, 2026**, by e-mail to Ms. Paulina Kellersmann, M&E Focal Point in the DVV International Regional Office for Central Asia ([kellersmann@dvv-international.de](mailto:kellersmann@dvv-international.de)), and Ms. Meike Woller, Senior Desk Officer for Central Asia at DVV International Headquarters ([woller@dvv-international.de](mailto:woller@dvv-international.de)).

Late submissions will not be accepted.

The application package should include the following documents:

1. CV(s) of proposed expert(s), including references to previous evaluations (please use attached template);
2. A technical proposal outlining the suggested approach and methodology and including a draft work plan with timelines covering the following aspects (maximum of 8 pages):
  - a. Show understanding of the task;
  - b. Methodological approach;
  - c. Work Plan / steps of implementation with timeline (including proposed number of working days);
  - d. Consideration of specific requirements of the context of the evaluation;
  - e. Internal Quality Management.
3. A detailed cost estimate (please use attached template).

## 18. Evaluation criteria of proposals

The proposals will be assessed according to the following criteria:

- **Qualification and experience of evaluator/s (counts one third)** (based on criteria mentioned above);
- **Technical proposal (counts one third)** (based on criteria mentioned above);
- **Financial proposal (counts one third)** (best price-service relation).

## 19. Request for clarifications

If you have questions concerning this tender, please send your questions to Ms. Paulina Kellersmann ([kellersmann@dvv-international.de](mailto:kellersmann@dvv-international.de)). The latest date for submitting questions is September 15, 2026.