European Evaluation Network
for Rural Development

Draft structure of ex-ante guidelines

(outcome of TWG workshop on 02/03/2012)

Chapter	Main focus
1 Introduction	
1 1 Purpose of the guidelines	About the authors, genesis, addressed target audience, usability; disclaimer concerning the still pending legal texts.
1 2 Structure of the guidelines	Sequence of chapters and how they relate to each other.
2 Rationale and purpose of ex-ante evaluations	
2 1 Evaluation as a stepping stone in a learning process	The function of evaluation for institutional and systems learning, to inform policy makers and administrative officials
2 2 The role of the ex-ante evaluation in the Community Strategic Framework	The CSF and the coordination at all stages which it requires; ex-ante evaluation and partnership contract. Mandatory references and other noteworthy policy links
2 3 The ex-ante evaluation in the evaluation system	About programme architecture and intervention logic; the whole evaluation cycle and the position of the ex-ante evaluation in it; reference to ex-ante conditionalities and evaluation plans (?)
3 Subjects and tasks	Going through subject by subject All the subjects (according to Art. 48 a to m and additional points) are treated in a similar structure. (this chapter links to sub-chapter 5.1)
3.1 Definition and scope	What is meant by the legal text; delimitate the scope of observation/analysis.
3.2 Approaches and methodologies	How to analyse the subject; possible variants (taking into account different programming contexts); up-to-date methods (links to examples in the web or described in the annex).
3.3 Interlinkages and other issues to consider	Links to and overlappings with other sections of the EAE/SEA; external links to EAE or programmes under the CSF, CAP pillar 1 or others.
4 Roles and responsibilities	
4 1 The role of the ex-ante evaluator	How to behave in an ambiguous field of expectations: observing, commenting or shaping, or all at once; EAE as a formative, process-oriented type of evaluation.
4.2 Contractual relationships and division of responsibilities	The interplay between managing authority and evaluator; what to consider in the terms of reference and in the work contract (default ToR in annex); possible scenarios of sequencing (intermediary reports, final report) and integration of the EAE/SEA into the programme.
5 Process and timing	
5 1 Coordination of and interlinkages between processes relating to programming, ex-ante evaluation and the partnership contract	The crucial role of exact timing; the parallel time lines and intertwining processes (programming, ex-ante evaluation, SEA, partnership contract negotiations, etc.)
5.2 Stakeholder involvement	Mapping and integration of stakeholders in different phases of programming/ex-ante evaluation; public consultations for RDP and for SEA; support structures (NRN, HD...)
Annex:	**Examples, templates etc.**
A1 Legal basis	
A2 Default ToR for ex-ante evaluations	
A3 Default ToR for SEA	
A4 Templates	