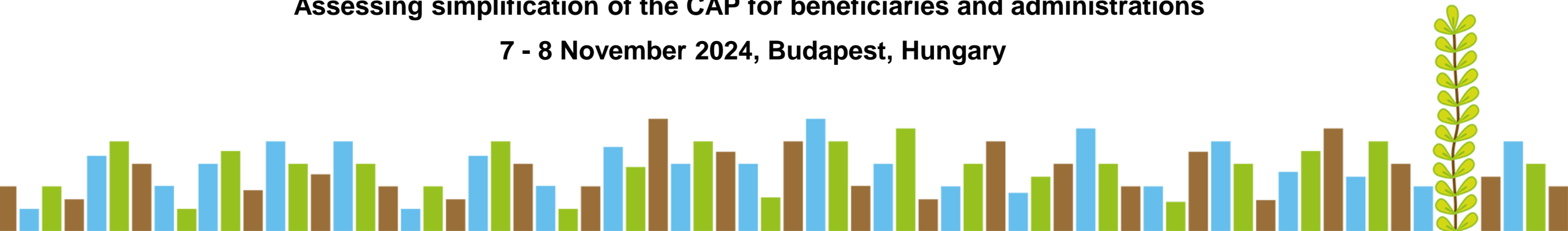# An approach to evaluate administrative burden

Katarina Carthew, Swedish Board of Agriculture

Good Practice Workshop

Assessing simplification of the CAP for beneficiaries and administrations

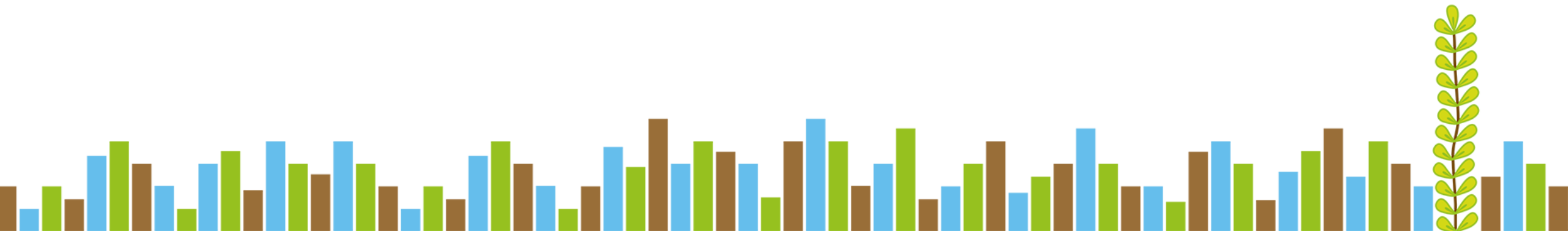**7 - 8 November 2024, Budapest, Hungary**

Content

Photo credit: Scandinav

- Overview of the evaluation

- How we defined simplification

- Criteria and questions

- Information sources for evaluating administrative burden

- Linkage to other evaluation areas

- Challenges and weaknesses in the evaluation design

- Dissemination of evaluation results

Overview of the evaluation

Administrative burden is part of a process-oriented evaluation that contains three parts:

1. [Administrative burden and guidance](), Jul. 2023- Feb. 2024
2. [Relevance of the interventions and meeting the objectives,]() Jan.- Aug. 2024
3. Performance management, Apr. – Dec. 2024

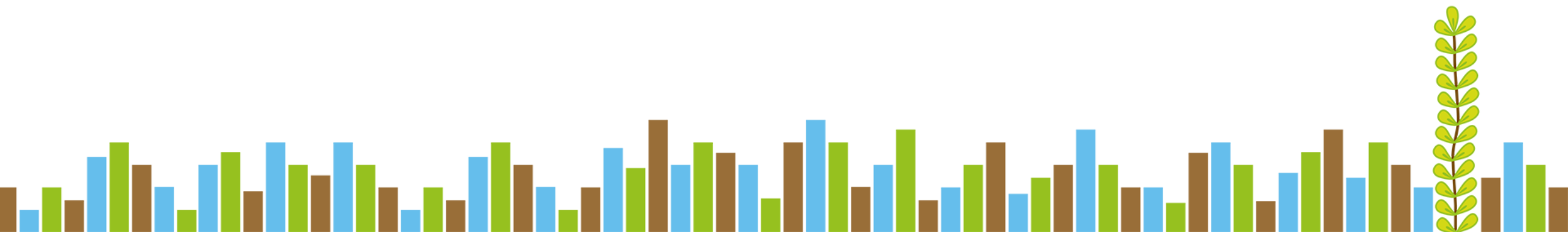Why evaluate the administrative burden?

- Highly relevant topic for organisations and beneficiaries involved in the implementation of CAP 2023-2027.

- To ensure improvement of the current implementation

- Article 1 of Regulation (EU) 2022/1475 → when assessing efficiency, simplification for both beneficiaries and administration shall be assessed.

How we defined simplifications

Simplifications designed and implemented specifically for the period 2023-2027:

- Fewer support schemes and less overlap with national efforts
- Less complicated conditions
- Fewer authorities responsible for the administration
- Increased simplified cost options
- Eco-schemes replace some of the multi-annual schemes
- The support schemes can be applied in a similar way
- Introduction of an area monitoring system

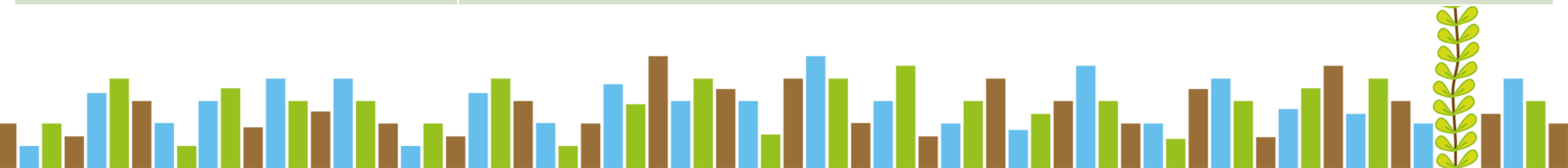# Criteria and questions to evaluate administrative burden

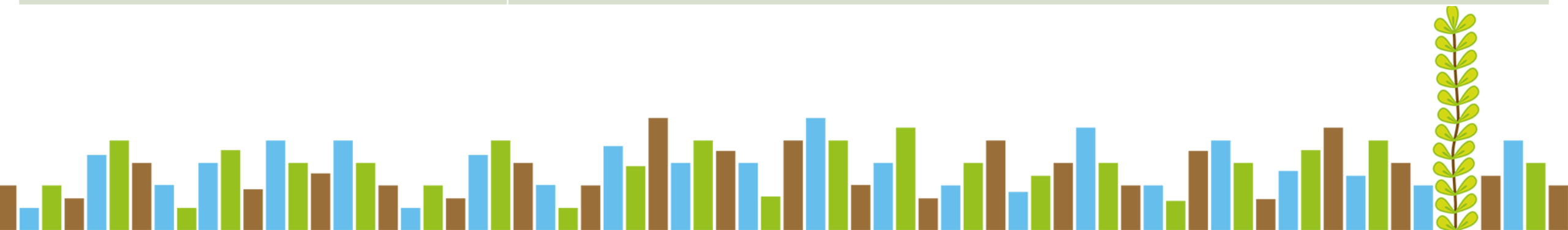| Evaluation criteria and Factors of Success	Evaluation questions
Efficiency: The simplifications lead to more efficient administration in the short- and long-term.	• How do administrative authorities and beneficiaries perceive that the use of resources (time) in administrative work has changed? • How can the administration be more efficient and in which areas? • What methods should be used to continuously monitor simplifications and their impact on resource use and perceived administrative burden?

Criteria and questions to evaluate administrative burden

Evaluation criteria and Factors of Success	Evaluation questions
Efficiency: An area monitoring system leads to more efficient administration in the long-term.	What aspects are particularly important to take into account in area monitoring in order to meet the requirements and to reduce the administrative burden in the long-term?

Information sources for evaluating administrative burden
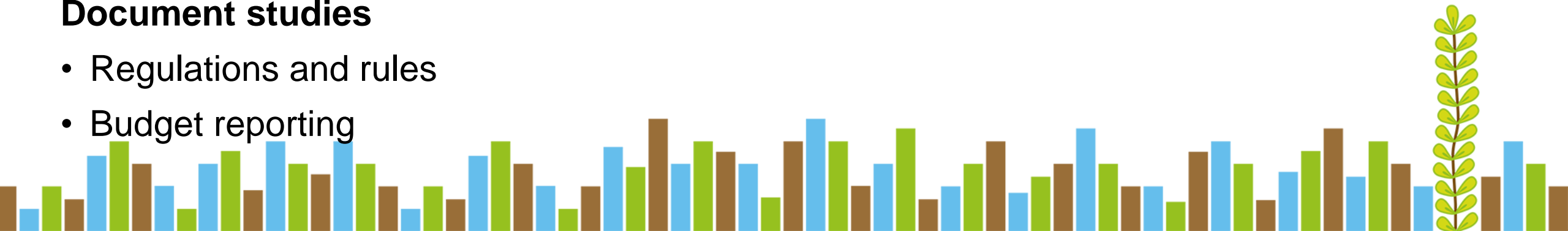
Survey to farmers

- Perceived administrative burden when applying for specific schemes. Estimated time needed to complete the application.

- Specific questions about perceived change in administrative burden regarding the specific simplifications.

Survey and interviews with administrators

- Perceived administrative burden when administering specific schemes. Estimated time needed and cumbersome steps in a process.

- Specific questions about perceived change in administrative burden regarding the specific simplifications.
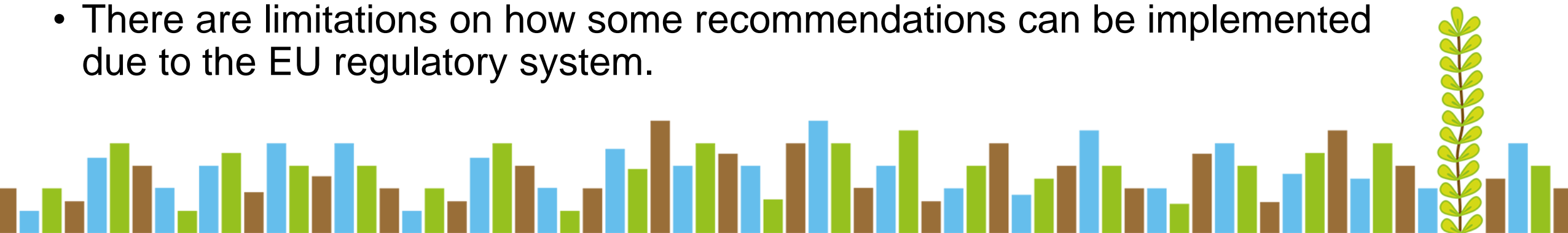
Document studies

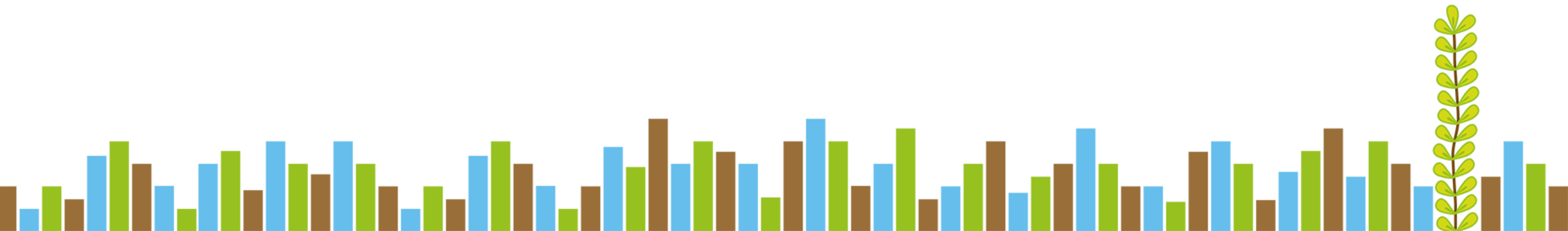- Regulations and rules

- Budget reporting

Challenges and weaknesses in the evaluation design

- Lack of detailed financial reporting.

- No clear theory of change for the identified simplifications.

- Lack of routines to follow up on implemented simplifications.

- Simplifications were not chosen based on the overall need of the administration.

- The response rate and the size of the sample are of great importance for the possibility of generalized survey results.
    - 55 percent response rate from administrators
    - 6 percent response rate from beneficiaries

- There are limitations on how some recommendations can be implemented due to the EU regulatory system.

Dissemination of evaluation results

- Before publishing, conclusions and recommendations were discussed with responsible divisions at the Managing Authority.

- A clear focus in the communication activities → recommendations need to lead to improvements before 2028.

- Several meetings took place with various groups to present the results.

- A digital webinar to disseminate the results with 200 attending administrators.

- All recommendations from the process-oriented evaluation are being followed up on.

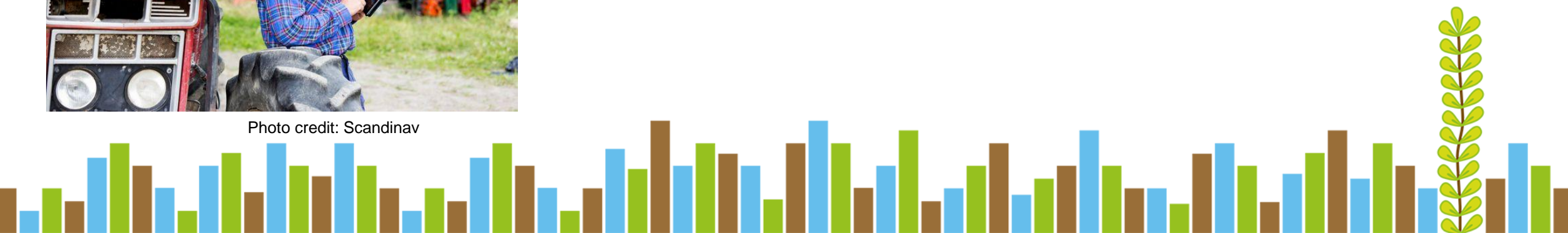- Every recommendation has an identified "owner".

Administrative burden is not only about efficiency

- The relevance of a support scheme is partly linked to the administrative burden to receive funding.

- A complex support scheme increases the use of consultants in the application processes. This can decrease the level of knowledge and understanding about the intervention.
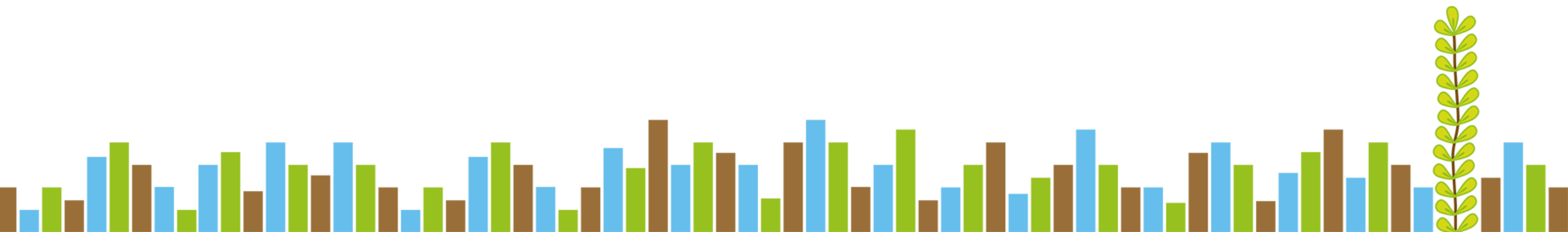
Photo credit: Scandinav

Summary

- The evaluation of administrative burden was perceived as a relevant evaluation topic with concrete recommendations.

- Simplifications needs to be defined.

- Administrative burden can be defined by cost, time, and perceived burden (e.g. cumbersome steps in procedures).

- Administrative burden is defined by different perspectives, therefore several information sources need to answer the evaluation question.

- Allocate resources to disseminate the evaluation results.

Thank you!

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