

Terms of Reference – Monitoring and evaluation consultant

Civitates is looking for a consultant to develop the framework, methodology and instrument(s) to assess the impact of its sub-fund focused on a healthy digital public sphere.

About Civitates

Civitates is a philanthropic initiative for democracy and solidarity in Europe. It provides funding for civil society actors to come together, revitalize public discourse, and ensure that all voices are heard. Civitates kicked off in 2018 thanks to the support from 16 diverse foundations, which provided a starting budget of 4M EUR. One of Civitates' goals is to strengthen civil society organizations that push for a healthy digital public sphere in which public and democratic values are safeguarded. Another line of work focusses on strengthening the resilience of the civil society sector in Europe.

About the sub-fund on a healthy digital public sphere

Civitates wants to empower civil society to address digital disinformation and the characteristics of the digital information ecosystem that enable the manipulation of public discourse, including the lack of gatekeepers, transparency and accountability.

To better understand commonalities across Europe and find ways in which challenges can be mitigated, Civitates supports initiatives that identify and advocate for targeted regulatory responses to specific problems of the current and future digital environment.

A strong cohort of civil society actors across Europe that informs the debate and drives a reform agenda for the digital public sphere will also indirectly help people in Europe to understand how the digital news and information ecosystem works so that they can make decisions about their 'information diet' and have access to a plurality of media, news sources and content.

The first grants of this sub-fund went out in March 2019. For more information about these grants, please consult the [grants list](#) here.

Role of the consultant

The consultant will help the Civitates secretariat explore appropriate and useful ways to evaluate work done through the above-mentioned sub-fund. Recognizing that data collection can be time- and resource-intensive, and that more data is not necessarily better, the consultant will ensure

that indicators are strategically chosen and that no disproportioned burden is placed on the grantees.

The consultant will also explain about the monitoring approach and lead a discussion about indicators for the assessment of the impact of the sub-fund during an in-person meeting with the grantees (most likely in Brussels during the last week of June 2019, although this remains to be confirmed), taking into account questions and concerns by the grantees, and providing guidance where needed.

If the assignment is conducted to the satisfaction of both parties, the consultant will most likely also be asked to also conduct the evaluation of the impact of this sub-fund at the end of the grant period (June 2020). A separate contract will be provided for that follow-up assignment.

Expected result

The results of the work being done by the consultant under this ToR should include:

- Methodology to assess the impact of the sub-fund in accordance with the Civitates strategy;
- Workshop on monitoring and evaluation with the grantees;
- Indicators for the assessment of the impact of the sub-fund;
- Instrument(s) required to do such assessment including the instruction for the Secretariat on how to use the them.

Recognizing that third-party evaluators provide additional capacity and are critical for ensuring objectivity, the evaluation will ultimately inform foundation decision-making.

Application Process

Interested candidates should submit their application to the Civitates Fund Manager (leonie.vantongeren@nef-europe.org) **by 30 April 2019**. The letter of Interest and CV should clearly reflect the competencies of the candidate required to complete this task, and be accompanied by references to similar work and an indicative budget in Euro (stating either the consultant's daily rate and indicating the number of days estimated for this work or a lump sum for the services indicated above). Where applicable, VAT should be budgeted.

The starting date would ideally be as soon as possible.

More information

For more information about the fund, please see: www.civitates-eu.org. For more information about this TOR, please contact Leonie van Tongeren, Fund Manager, at leonie.vantongeren@nef-europe.org.