Subject: EvalPartners Mapping Survey

Introduction: IOCE (the International Organization for Cooperation in Evaluation) and UNICEF, along with a number of other major partner organizations (see Sponsors, below), have launched an initiative to enhance the evaluation capacities of civil society in general, and **Voluntary Organizations of Professional Evaluators (VOPEs)** [1] in particular. A link to a 5-page introduction to EvalPartners is available at the top right of the www.IOCE.net homepage.

Purpose of the survey and relevance to the evaluation profession: An important part of the EvalPartners Initiative is a mapping of the current status of VOPEs around the world. Though there is a database and map of over 136 national, regional and international VOPEs on the www.IOCE.net website, for some we only have their names and basic contact information. For some we do have a one-page profile description. But it is time to confirm and update this information. And to gain a deeper understanding of what VOPEs are doing, in general, and, more particularly, what they are doing to promote evaluation capacities of individual evaluators as well as to promote the demand for and use of evaluations by governments and others institutions.

Process: We invite you to respond to the attached survey on behalf of your organization – or pass it on to someone else who is adequately informed and willing to do it. Note: the deadline for submitting your responses is **4 April**, though we would appreciate hearing from you before then.

There are two sections. The first is an updated version of the basic IOCE profile. Your response to that section will be added to the publicly accessible information on the www.IOCE.net website, and linked to the world map showing where VOPEs exist. **Responding to the first section should be your priority**. Without it we will not have sufficient evidence to keep your VOPE on the IOCE database and website.

The responses to the questions in the second section will be included in the appendix of the full e-version of the EvalPartners report (see below) and shared on a website dedicated to that purpose.

Note: As part of the EvalPartners Initiative we are interested in learning more about how VOPEs promote evaluation capacity building in three dimensions:
- Strengthened institutional capacities of VOPEs (as organizations);
- Stronger evaluation capacities of VOPE members (technical skills of individuals to conduct quality evaluations);
- VOPEs are able to play a strategic role within their countries, promoting the environment for evaluation, contributing to country-led evaluation policies and systems, and the demand for and use of evaluations;

In addition to providing at least brief responses on this questionnaire, if you have any existing documentation that provides more detailed information of the kind being solicited here, we would appreciate your sharing it with us.

We invite you to respond to the attached questionnaire, and then send it to IOCE@earthlink.net.

How will this be used? The entire evaluation profession has expanded and matured remarkably during the past decade. The findings of this mapping survey will not only give all of us a picture of the present status of VOPEs around the world. The lessons learned will also be used to inform strategies and plans for further strengthening the capacities of evaluators, governments and other institutions to demand, produce and utilize evaluation to inform policies and the design of more effective programs.

Incentives: We are aware that some of the groups included among the 136 VOPEs on the IOCE database are no longer (or never were) viable, active organizations. The responses to this survey will enable us to determine which are 'living', legitimate, active VOPEs, and which should be dropped from the database and map on the IOCE website.

Also, very importantly, based on the helpfulness and quality of the responses received, *some* of the VOPEs will be asked to produce more in-depth case studies describing their experiences. A spokesperson for each of those *selected* VOPEs will be invited (travel paid) to an international conference in late 2012 to present their case study, and to be a part of the process of producing a book and in other ways sharing these lessons learned with interested persons around the world. These contributions will be compiled in book form as an update of the 14 case studies published in 2006 accessible at http://www.ioce.net/resources/case_studies.shtml. As participants in that conference they will also be involved in developing strategies for subsequent phases of the EvalPartners initiative, including plans for The International Year of Evaluation in 2015.

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[1] Because of the confusion caused by the various terms used to describe these groups, the term **Voluntary Organizations of Professional Evaluators (VOPEs)** has been introduced. It includes formally constituted associations or societies, as well as informal networks. And it is important to be reminded that their memberships should be open to not only those who *produce* evaluations but also those who *commission* and *utilize* evaluations as well.

Sponsorship: In addition to IOCE and UNICEF, Core Partners who have endorsed the EvalPartners Initiative so far include the Ministry of Foreign Affairs of Finland, the UNEG Task Force on National Evaluation Capacity, UNWomen, IDRC, AfrEA, ReLAC, EES and the MENA Evaluation Network.

We look forward to your response to the attached questionnaire, and hopefully further involvement by your VOPE in this global collaborative initiative to strengthen evaluation capacities.

IOCE EvalPartners profile survey of Voluntary Organizations of Professional Evaluators (VOPEs)[2]

I. Basic profile information

Please type your responses in the right column. Save Word document with name of your VOPE in title. Send completed document to IOCE@earthlink.net

1. Name and acronym of organization (VOPE)	

2. Geographic scope of organization *(See typology in right column; highlight appropriate level, delete others)*	1. International
	2. Regional (multi-national)
	3. National (give name of country)
	   3.1. Sub-national (e.g. local affiliate)
	4. Sectoral (identify subject-matter focus, *e.g. environment, education, gender*)
	   4.1. International
	   4.2. Regional
	   4.3. National

3. Contact Details	Name of main contact person: E-address: Postal address: Telephone: VOPE website URL: www.
4. Current membership – numbers of individuals, by their affiliation *(if known; please at least give total)*	Government: NGOs/CSOs: Academics: Private sector (consultants): Other: **Total membership**:
5. Year VOPE was founded	
6. Current status (identify which)	• Informal network • Charter and bylaws adopted • Legally recognized by government
7. Information about growth: evolution of the number of members or financial resources in the last 5 years.	
8. Purpose and mission of VOPE	
9. Current strategy and emphasis	
10. Organizational capacity: Please describe your governance structure, leadership, services provided, finances, human resources, linkages with other organizations, etc.	
11. Means of communication with members, e.g. newsletter, listserv, publication, website	
12. Past events (e.g. during past year)	
13. Forthcoming key events/	

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[2] Variously referred to as associations / societies / networks / groups / organizations

conferences – dates, location	
14. Name and e-address of person submitting this information	
15. Date of this update	

Please send completed survey to [IOCE@earthlink.net.](mailto:IOCE@earthlink.net) This section will be uploaded to www.IOCE.net as a publicly-accessible profile of your VOPE and linked to the interactive world map on that website.

II. Experience with Evaluation Capacity Building[3]

Note: Your responses to the following will not be added to the IOCE website, but will be shared via a separate website for EvalPartners partners, included in the appendix of the e-version of the EvalPartners Mapping Report, and synthesized along with other responses in the body of the report.

1. Background: Please provide a brief history of the formation of this organization (VOPE). 1.1 Who were/are the key players? 1.2 How many members do you have on your governing board/ committee? 1.3 What are the main existing strengths that your VOPE is trying to capitalize on? 1.4 What are the main challenges that your VOPE is trying to address?	
2. Organizational motivation: What were/are the driving forces of the VOPE and its historical development?	
3. Evaluation Capacity Building[4]**:** What has your VOPE done to promote evaluation (M&E) capacity?	
4. Context / target entities: More specifically, who are the persons or institutions your organization seeks to influence (to strengthen evaluation capacity)? For example: 4.1 Technical capacities to *supply* quality evaluations, partnering with experts, local universities or others to provide training for members, etc.; 4.2 Strengthening VOPE organizational capacity itself; 4.3 Enhancing the enabling environment for evaluation, including strengthening the *demand* for and use of evaluations by policy makers; 4.4 Influencing governmental policies related to evaluation,	

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[3] In addition to brief responses to these questions, if you have documentation that already describes what your VOPE is doing related to these issues, we invite you to submit those documents.

[4] By evaluation capacity we refer to the capacity of individuals to produce credible and useful evaluations (supply side), but also to institutional capacities to call for (demand side) and utilize evaluations.

evaluation designs and implementation of M&E systems, etc.	
5. Public accountability: Is your VOPE helping to strengthen oversight and transparency of government programs? If so, in what ways? Can you share any success stories of evaluators or others promoting public accountability?	
6. More specifically, what are some of the key themes for which you advocate? For example, are you promoting issues related to cultural sensitivity, equity, social justice, empowerment, transformation, gender, environment, poverty? If so, please describe or attach relevant documents.	
7. Methods: Experiences in strengthening skills of individual members, by (for example): • organizing workshops led by local experts; • organizing webinars with international speakers; • designing and delivering e-learning programmes; • administering mentoring programmes; etc.	
8. Standards: Has your VOPE developed professional standards/ ethical codes/ competencies (or adheres to those developed by others)? If so, please provide documentation.	
9. Job opportunities: Do you share employment/ consultancy opportunities with evaluators on your database?	
10. Progress and results: What progress has been achieved so far in any of the above or other domains? What are expected and unexpected results achieved?	
11. Lessons learned: Recommendations/ tips to others for good practices on how to organize and sustain VOPEs like yours.	
12. Next steps: What does your organization plan to do next?	
13. Willing to share with other VOPEs? For example, would you be interested in forming peer-to-peer partnerships with one or more other VOPEs to share lessons learned, advise each other? If so, describe what you would be willing to share /	

advice you would seek.	
14. Suggestions: What ideas do you have for what should be included in activities of the EvalPartners Initiative?	
15. Want to be actively involved? Does your VOPE want to be actively involved in EvalPartners? If so, in what ways?	
16. Would you be willing to write up a case study providing more detailed analysis of your VOPE's experiences?[5]	

Thank you very much for taking the time to respond to this survey. As stated above, the first section will be added to the www.IOCE.net website so persons interested in finding evaluators in your country will have this basic information about your VOPE. The second section will be included in the EvalPartners mapping report and shared via a dedicated website with those who join the EvalPartners Initiative (e.g. based on responses to question II-14 above).

Please save this entire Word document with the name of your VOPE in the title, then send as an attachment to IOCE@earthlink.net.

For any questions or further information you may contact Jim Rugh, EvalPartners Coordinator, at JimRugh@mindspring.com.

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[5] Again: If you already have documentation describing the 'story' of your organization, we would appreciate your sharing it with us (IOCE members).