

Terms of Reference External evaluation

GeGS – Good E-Guidance Stories

Erasmus+ KA2 Support for Policy Reform

Project Number: 626152-EPP-1-2020-2-DE-EPPKA3-PI-POLICY

1. Background

Responding to the emerging need for the modernization of Information, Advice and Guidance (IAG) and Vocational Education and Training (VET) sectors across Europe, the project Good E-Guidance Stories (GeGS) <https://goodeguidance.eu/en/> has offered the design, test and implementation of a holistic policy measure, aimed at achieving systemic impact at the EU, national, regional and local level.

The project's innovative approach has centered around two critical elements to enhance the guidance function in VET:

- Providing Information, Advice and Guidance (IAG) practitioners with a comprehensive, engaging, and user-friendly digital training framework.
- Introducing advanced e-guidance tools based on artificial intelligence.

The GeGS training framework was co-designed and co-developed within a transnational Community of Information, Advice and Guidance (IAG) Practitioners, and transformed into an e-learning provision, available in 6 languages and freely available through Moodle. This was Peer reviewed and is today available in its second edition at <https://www.goodeguidance.cloud/> (first

The training framework has been complemented with the adaptation and customization of an innovative, AI-based digital career advisor provided by our technological partner Jobiri.

GeGS is led by MetropolisNet and involves the Regional Ministries in Sardinia, Thessaly and Berlin, in coordination with the private strategic partners there – Ciofs-FP, Dimitra and gsub mbH. Partners from the UK - Rinova, from Ireland – Ballymu Job Centre and France – Eurocircle have involved additional practitioners as part of the field trial.

The project started in March 2021 and will end on the 30th June 2024.

The project includes a strong dissemination and exploitation strategy, aimed at reaching the most people across Europe, engaging guidance practitioners, stakeholders and policy makers and enhancing the project's sustainability.

2. Services required

MetropolisNet is inviting evaluators (individuals or companies) to submit offers for realising the final impact assessment exercise, described in the proposal as a summative, external assessment with specific recommendations for the later exploitation of the project after its close.

The final impact assessment shall be performed within the project timeframe, ending on the 30th June 2024.

3. Specification and scope of the services required

The **objective** of this impact assessment is to assess the effectiveness, relevance, potential impact and legacy framework of the GEGS project in achieving its intended outcomes.

As a complex, transnational and multi-dimensional project, GeGS has articulated its **Quality Control** and **Quality Review** on different levels, as specified below and in the Internal Evaluation Plan.

Quality Control has occurred through:

1) *Operational Management and Monitoring*, defined in terms of the requirements for financial, resource and output monitoring in the *Project Inception Document (PID)* and subject to the scrutiny of the Granting Authority at project interim and final reporting stage. It is led by the project coordinator, Metropolisnet.

2) Quality Assurance Plan and appended Risk Analysis and Risk Register, produced by Rinova. It defines the range of action and respective measurements (KPIs) of the project, as well as the principal and identified risk factors, together with an assessment of the likelihood and degree of impact of each on the project, should they come to pass and the mitigation measures that are foreseen.

3) *Impact and Legacy Assessment* (external evaluation) - the summative, external assessment object of the present ToR document.

Quality Review has taken place through:

1) *Transnational Steering Committee*, the main decision-making body in the partnership. It is a collegial body where all partners are represented at managerial and operational level, meeting in official online and in person meetings at regular intervals during the project lifetime;

2) *Internal Evaluation* (facilitated through peer review). This aspect was led by Rinova and comprised the internal evaluation; has supported the work of the Steering Committee and cross-referenced with the operational management and monitoring in order to inform the planning, implementation and review cycle of the project.

3) *Analysis and interpretation of the results from the field trials* – this aspect has pertained specifically to the GeGS field trials and concerns the requirement of the EACEA to have a research-led and distinct evaluation of the experimental field trials in GEGS. It has been led and facilitated by the research partner, Söstra Institute, which has the exclusive role of designing, planning and carrying out the evaluation of the action.

4) *Peer Expert Group (PEG)* – this is considered by GEGS to be a critical component of the project exploitation strategy, one that accompanies the work of the impact and legacy assessment that is conducted by the external evaluation. Peer Expert Group was foreseen as an additional value to the quality of cooperation and reflective overview. These peer-

expert groups, established at month 9 onwards, has been given time and space for reviewing the evaluation components, field trial results, VET governance structures and cooperation possibilities, scalability and transfer. In the light of policy learning within GECS, it provides consultancy for the implementation and ensure that local specificities are considered.

Additionally, the PEG has been specifically consulted in order to highlight particularly important aspects of the GECS implementation which were identified, among others, in the following elements of focus for the impact assessment exercise:

- GeGS training framework targeting IAG practitioners in 6 countries: plan, process and delivery of a new training Moodle platform, following the work of the Communities of Practice (CoP) held in the countries where the experimentation took place and on suggestions and feedback from practitioners.
- Future opportunities and framework for transnational Communities of Practices in the IAG sector;
- Effectiveness and opportunities about the process and delivery of introduction of the GeGS/Jobiri platform in the guidance action of the practitioners during the field trials in Italy, Germany and Greece, including the co-design process activated among the partner Jobiri and the practitioners involved.

4. Deliverables

The evaluator is expected to produce:

- Impact assessment concept and plan, including the methods and actions planned. The evaluation/impact assessment will employ a mixed-methods approach, which might include:
 - Document review
 - Key informant interviews
 - Focus group discussions
 - Surveys/questionnaires
 - Data analysis (quantitative and qualitative)
 - Identifying best practices and lessons learned from the project implementation.
- Final impact assessment report in English, including:
 - Executive summary for publication purposes;
 - Methodological approach, tools and actions adopted;
 - Findings, conclusions, and recommendations of the impact assessment exercise;
 - Presentation of findings for dissemination purposes.
- Supporting documents, i.e. documents consulted, references, interview templates and reports, etc.

5. Duration

The evaluation/impact assessment will be conducted over a period of 2,5 months, commencing on the date of signature of the contract, maximum 30th April 2024, and concluding at the maximum on the 30th June 2024.

6. Maximum budget

The maximum budget available for the services required is of 10.000,00 Euros, covering all costs associated with personnel, travel, data collection, analysis, and reporting.

It is required that offers specify a ratio for budgeting the staff, i.e. indicating the estimate nr of working days and the estimate cost per working day.

7. Deadline for receiving offers

The deadline for receiving offers is set to the 17th April 2024.

8. Qualifications/selecting criteria

The best economic and quality offer will be selected.

Offers should include a brief cv highlighting previous experiences in similar services, a proposal including proposed approach and implementation plan and economic quotation.

9. Reporting and Communication

Progress updates will be provided every 3 weeks, and communication will primarily be conducted via email.

10. Confidentiality and Ethics**

Confidentiality of data and information will be maintained throughout the evaluation process, and ethical considerations will be adhered to in line with relevant laws and regulations.

11. Contact

For any questions, please contact Elena Grilli, at the following e-mail address:
elena.grilli@metropolisnet.eu.

Please submit offers to the following contacts:

elena.grilli@metropolisnet.eu and info@metropolisnet.eu