Terms of Reference of Monitoring and Evaluation (M& E)

Main Activities of the Project

1. Development of Monitoring System
2. Annual Progress Reports
3. Evaluation Activities
4. Informative events and capacity building activities

1. Development of Monitoring System

Develop existing indicators and also cover the gaps

- Enhance indicators taking consideration the 2025 EUSAIR Action Plan

- Ensure that the majority of actions is represented by at least one output and one result indicator

- Develop the Technical Fiche of each indicator that contains measurement methods, data sources, baseline values, action descriptions and reference to the relevant EU legislation and documents

- Explore alternative approaches if there is need with other indicators

1. Development of Monitoring System

- Alignment with MRS biennial report of DG Regio

- Taking into account ESPON's monitoring and evaluation tools

- Incorporating feedback and input from Thematic Steering Groups
  and Governing Board

- Collaboration and engagement with bodies involved in
  monitoring and evaluation and Strategic Projects (StEP and
  SP4EUSAIR)

1. Development of Monitoring System
Submission date

2.Annual Progress Report

Key components

- Based on Monitoring System
- Collects and integrates additional data from PC
- Consolidated with the EUSAIR Governing Board to ensure alignment with needs
- Ensures uniformity in methodology, presentation format, etc., across Pillars.
- Summarizes progress at the Pillar level
- Presents main conclusions, tailored for external stakeholders and the general public

2.Annual Progress Report

2.1 Template of Annual Progress Reports, *October 2025*

2.2 Annual Progress Report for 2024, *December 2025*

2.3 Annual Progress Report for 2025, *May 2026*

2.4 Annual Progress Report for 2026, *May 2027*

2.Annual Progress Report
Submission date

Evaluation Activities

3.1 Evaluation Plan, *February 2026*

3.2 Functional Evaluation, *June 2026*

3.3. Impact Evaluation, *September 2027*

Evaluation Activities

3.1 Evaluation Plan, *February 2026*
(it is possible to be a dynamic document)
-Timeline
-Budget
-Methodology of the evaluations

Evaluation Activities

3.2 Functional Evaluation, *June 2026*

a.   Evaluation of the implementation,
Examines the implementation rate of the actions

b. Evaluation of process
Assesses the organizational system of EUSAIR,
governance architecture etc

Evaluation Activities

3.3 Impact Evaluation, *September 2027*

Cause and effect of the strategy, according to intervention logic of EUSAIR Action Plan

a.   Baseline situation
b.   Impact Evaluation

Events and Capacity Building Activities

Year	Month	Activity
2025	JANUARY	
2025	FEBRUARY	
2025	MARCH	
2025	APRIL	
2025	MAY	
2025	JUNE	
2025	JULY	
2025	AUGUST	
2025	SEPTEMBER	Sign of contract
2025	OCTOBER	Template of Annual Progress Report -
2025	NOVEMBER	
2025	DECEMBER	Progress Report 2024
2026	JANUARY	Monitoring System
2026	FEBRUARY	Evaluation Plan
2026	MARCH	
2026	APRIL	
2026	MAY	Annual Progress Report 2025
2026	JUNE	Functional Evaluation
2026	JULY	
2026	AUGUST	
2026	SEPTEMBER	
2026	OCTOBER	
2026	NOVEMBER	
2026	DECEMBER	
2027	JANUARY	
2027	FEBRUARY	
2027	MARCH	
2027	APRIL	
2027	MAY	Annual Progress Report 2026
2027	JUNE	
2027	JULY	
2027	AUGUST	
2027	SEPTEMBER	Impact Evaluation
2027	OCTOBER	
2027	NOVEMBER	
2027	DECEMBER	

4.Informative Events and Capacity Building Activities

4.1 Contribution and support to the events and activities

4.2 Organization Capacity Building Activities

4.3 Organization Events related to evaluation

Thank you
for your attention