



International Panel of  
Parliamentarians  
for Freedom of Religion  
or Belief

# **Review of the International Panel of Parliamentarians for Freedom of Religion or Belief**

## **Terms of Reference**

**2020**



## **Background**

The NHC has received support from the Norwegian Ministry of Foreign Affairs (MFA) since the 1980s and has undergone frequent reviews of its projects and work.

In 2016 the Norwegian Helsinki Committee (NHC) and the International Panel of Parliamentarians for Freedom of Religion or Belief (IPPFoRB) entered into a partnership covering the work and activities of the IPPFoRB. As part of this agreement, the NHC provides networking, technical support, capacity building and administrative functions for the IPPFoRB.

The NHC currently has two three-years' project agreements with the Norwegian Ministry of Foreign Affairs (MFA) which are earmarked support for the work of the IPPFoRB. The overall budget for the whole period is NOK 21 329 610. In accordance with the two agreements, the NHC shall undertake a project review by November 2020.

The main audience for the review will be the NHC donors (MFA), the NHC board and leadership, and the IPPFoRB Steering Group and Secretariat. The purpose is to strengthen the work through documenting results, providing recommendations on adjustments needed for the further implementation of the project, and offering insights and recommendations to support the the development of a new strategy for the IPPFoRB and its work beyond 2020.

The NHC and IPPFoRB are seeking a review that can assess the relevance, efficiency, effectiveness, outcomes, potential long-term impact, and sustainability of the activities of the project in the period 2018-2020. In addition, this review will assess the effects experienced by the project's main target group, i.e. members of parliament from around the globe, who are members of the IPPFoRB network.

The NHC and IPPFoRB are seeking an inclusive and participatory process that involves engagement and interaction with both the NHC and IPPFoRB, as well as partners and target groups in the project.

## **About the NHC**

The Norwegian Helsinki Committee (NHC) is a non-governmental organisation registered in Norway working to ensure that human rights are respected in practice. The NHC does this by documenting human rights violations and reporting and informing both the Norwegian and the international community about vital human rights concerns. Furthermore, the NHC has more than 20 years of experience in human rights education and provides support to individuals, organisations and projects working to promote human rights in Europe and the former Soviet Union.



The NHC was established by activists from across the political spectrum in 1977, during the Cold War. Its name refers to the security and human rights agreement signed in Helsinki in 1975, which became the origin of the Organization of Security and Cooperation in Europe. The NHC's aim was to support persecuted human rights defenders in the Soviet Union and Eastern Europe, and the Helsinki Movement contributed to the democratic revolutions that swept through Europe in 1989.

### **About the IPPFoRB**

The International Panel of Parliamentarians for Freedom of Religion or Belief (IPPFoRB) is an informal network of more than 300 current and former parliamentarians and legislators from around 90 countries committed to combatting religious persecution and advancing freedom of religion or belief, as defined by Article 18 of the UN Universal Declaration for Human Rights (UDHR).

The IPPFoRB is centered around the Oslo Charter for Freedom of Religion or Belief, which reaffirms UDHR Article 18. The Oslo Charter was signed in November 2014 by over 30 parliamentarians from around the world at the Nobel Peace Center in Oslo, Norway. The IPPFoRB is committed to geographic, political, religious and gender diversity. Its main target group is members of parliament from around the globe.

The IPPFoRB engages in four main areas of activities. These are capacity building through workshops and trainings; high-level conferences and regional events; research and fact-finding in cooperation with other partners; and advocacy work.

The IPPFoRB is led by an Informal Steering Group (SG) and a full-time Secretariat with the support of other volunteer Secretariat members. The full-time Secretariat is located within the NHC.

### **Purpose and scope of review**

The purpose of the review is to assess 1) implementation of IPPFoRB activities and outcomes; 2) results or effects of the project, as designed and implemented, on the target groups, and 3) the added value of the NHC.

The review should assess and provide recommendations for improvement on the following:

1. Relevance: to what extent is the project, as designed and implemented, suited to the global, regional and national contexts and needs?
2. Assess the IPPFoRB structure and steering model, in particular, its efficiency and sustainability.



3. Effectiveness: to what extent is the project, as implemented, able to achieve objectives and goals?
4. Outcomes: Assess to what extent the network has supported the role of parliamentarians in contributing to defend or directly promote the right to freedom of religion or belief?
5. Impact: Assess to what extent the project, as designed and implemented, is likely to contribute towards long-term impact at the societal level.
6. Sustainability: to what extent has the project, as designed and implemented, created what is likely to become a sustainable catalyst towards the advancement of FoRB?
7. Assess the sustainability of the current financial model of IPPFoRB.
8. Assess the NHC's added value to the IPPFoRB project.

The findings will provide inputs to the development of the IPPFoRB's strategy and work beyond 2020, including new applications for funding.

## Methodology

The methodological framework should combine desk review and field study and should consist of, but need not be limited to, the following elements:

1. Review of project documents (strategic work plan, results framework, the theory of change, implementation plans and mid-term reports);
2. Interviews with selected members of the Secretariat and the Steering Group, representatives of regional networks (including parliamentarians and legislators), partner organisations, MFA, independent experts and academics (including UN mandate holders) and other IPPFoRB contacts;
3. Surveys among target groups, experts and other stakeholders can be conducted based on pre-determined questionnaires agreed with IPPFoRB;
4. Possible participation in 1 – 2 IPPFoRB event(s).

An overview of soft copies of documents to be reviewed and a list of key parliamentarians/persons/organisations to be interviewed will be provided by the IPPFoRB secretariat at the inception stage. The evaluator (or evaluation team) may suggest additional evaluation methods and/or approaches, as a part of the proposal, that would enhance the assessment process.

## Expected deliverables

1. *Inception report* in English which contains the description of the assessment methodology, data analysis method, key informants, issues to be evaluated and work plan/timeframe. The inception report shall outline the proposed division of labour



- between the evaluators, ensuring that it reflects the scope of the ToR, and be available in both printed and electronic formats;
2. *Draft evaluation report* in English not exceeding 30 pages excluding annexes. The report should compile all relevant data and capture the preliminary findings and recommendations. It should include an executive summary, evaluation methodology, evaluation findings, conclusions, and recommendations. The draft report should be available in both printed and electronic formats;
  3. *Final evaluation report* in English not exceeding 30 pages excluding annexes. The report should be finalised after the evaluation team has received comments to the draft report from the IPPFoRB and NHC;
  4. *Presentation* of the report to the IPPFoRB and NHC in Oslo August 2020.

## Team

The review should be conducted by minimum two people. The team may be international. Gender diversity is a necessary requirement. A contact person for the review should be appointed.

Qualifications required:

- Demonstrated strong knowledge of human rights work and network development
- Extensive experience with evaluation and monitoring, including human rights projects, and proven capacity to produce assessment or evaluation reports
- Experience with grant management
- Excellent communication, coordination and facilitation skills. Good interpersonal skills and decorum, especially in interviewing parliamentarians
- Familiarity with parliamentary work is preferable
- Knowledge of freedom of religion or belief is preferable
- Consistently ensures timeliness and quality of work
- Fluency in English

## Time frame and budgets

The NHC/IPPFoRB has a budget of NOK 350 000 for the assignment, including covering related costs (travel, accommodation, per diem, telephone, etc.).

The review process should ideally start end of March 2020 and the inception report should be submitted two weeks after. The draft report should be submitted to the IPPFoRB and NHC by mid-May 2020. The NHC and IPPFoRB should be allowed to give comments and inputs by end of May. The IPPFoRB and NHC may request an updated draft report for final comments if necessary. The final report should be concluded by June 25, 2020.



## **Applications**

Applications should be sent to Mar'yana Haydanka, Advisor, IPPFoRB at [mh@nhc.no](mailto:mh@nhc.no) and copied to Liv H. Kvanvig, Director, IPPFoRB at [lk@nhc.no](mailto:lk@nhc.no) by date 17<sup>th</sup> March 2020.

The application should include budget, timeframe, a brief statement of qualifications and motivation. In addition, the CV of each team member should be included. If the application is submitted by an agency, general information of relevant competence and experience of the reviewing agency should be included. The evaluation team will need to confirm in written that they are not in breach of the procurement rules for eligible tenders.