

## CALL FOR EXRESSION OF INTEREST FOR EXTERNAL EVALUATORS

The partnership of the Erasmus+ Capacity Building project “MOOC-based Micro-credentials for Teacher Professional Development” (CRED4TEACH) is launching a call for external experts to evaluate the project.

### Project Details

The CRED4TEACH project (Ref. No 101082858) is co-funded by the ERASMUS+ Programme of the European Union, Capacity Building in Higher Education (CBHE) Action, Call Erasmus-EDU-2022-CBHE, Strand 2.

The main aim of the project is to enhance the quality of professional development services for in-service teachers in Albania, Montenegro, and Ukraine by introducing flexible MOOC-based Micro-credentials.

The specific objectives of the project are:

- To boost staff skills for the development and delivery of MOOC-based Micro-credentials,
- To develop and introduce national and institutional frameworks for the delivery, issuing and recognition of Micro-credentials,
- To create, deliver and validate 11 pilot MOOC-based Micro-credentials,
- To encourage the wider adoption of Micro-credentials for the professional development of teachers and other target groups.

The main target groups of the project are in-service teachers coming from various educational sectors in target countries.

Awarded grant: 700 193,00 EUR

Project implementation dates: June 1, 2023 – May 31, 2026

Coordinating institution: [Fachhochschule des Mittelstands \(FHM\)](https://www.fhm.de), Bielefeld, Germany.

More information about CRED4TEACH project can be found on the project website: <https://cred4teach.eu/>.

### Tasks of the External Evaluator

The external evaluator is expected to assess the quality and performance of the project by conducting an evaluation based on the following key aspects:

- **Relevance:** Analyse whether project activities and outputs are aligned with the initially proposed objectives.
- **Efficiency:** Assess the use of resources — both financial and time-related — in project activities to determine their cost-effectiveness.
- **Effectiveness:** Evaluate the success of project results and outputs in achieving the intended objectives.
- **Impact:** Examine the short- and mid-term effects of the project and estimate its potential for long-term impact.

### External Evaluation Outcomes

The external evaluator is expected to produce a comprehensive evaluation report, which should include:

- **Evaluation methodology:** A clear description of the applied evaluation approach, outlining the evaluation goals, qualitative and quantitative indicators, data collection methods, and analysis techniques.
- **Evaluation findings:** A detailed presentation of the evaluation results, addressing the four key evaluation aspects (Relevance, Efficiency, Effectiveness, and Impact).
- **Recommendations:** A set of evidence-based recommendations for enhancing the project's quality, effectiveness, and sustainability.

### Evaluation report specifications:

- **Length:** 40 – 50 pages
- **Language:** English

### Working Context

The external evaluation is scheduled to begin on June 16, 2025, and conclude by May 31, 2026. During this period, the evaluator is expected to properly plan, conduct, and report on the evaluation activities and findings.

The evaluation process also includes participation in the final project meeting, which will be held in a selected partner country<sup>1</sup>. This will provide an opportunity for closer observation of project workflows and dynamics, as well as for conducting targeted interviews with project members.

### Available Budget

The maximum available budget for completing the evaluation procedures is 12,000.00 EUR, including VAT and other taxes. This amount covers all activities required for preparing, conducting, and reporting on the project evaluation.

Costs related to travel, accommodation, and subsistence allowances for the on-site visit to the selected partner country are not included in this amount and will be covered separately.

### Requirements for the External Evaluator

- The language of evaluation and communication is English, including the language of the formal evaluation reports;
- Evaluations and periodic feedback must be completed in the given timeline unless mutually agreed between the project coordinator/Quality Assurance (QA) Team and the potential evaluator;
- The evaluator must not be employed by, or under project contract to, any of the partner universities;

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<sup>1</sup> Safety conditions will be thoroughly verified well in advance.

- The evaluator must not have previously worked on the CRED4TEACH project;
- Applicants must be citizens of an EU Member State or hold permanent residency in the EU or one of the following countries: Iceland, Liechtenstein, North Macedonia, Norway, Serbia, Türkiye, United Kingdom;
- The evaluator must be familiar with the requirements of European Commission and Erasmus+ CBHE funded projects;
- The evaluator must have proven professional experience in the evaluation and monitoring process of international cooperation projects (previous experience in EU-funded project is an asset);
- Sufficient experience and knowledge in the project-related domains, such as teacher professional development, micro-credentials, Massive Open Online Courses (MOOCs) and MOOC-based pedagogies, will be valued;
- The evaluator must have extensive knowledge of the higher education sector;
- Expertise in partner countries (Western Balkans, Ukraine) will be an advantage.

### **Application Process**

Application must include:

- Cover letter;
- CV of the evaluator, clearly demonstrating the competencies and experiences required in these terms of reference.
- Brief evaluation methodology and budget proposal: short overview of the proposed evaluation methodology, expanding on the outline of the evaluation, the key assumptions, partner and stakeholder participation, tentative schedule, including detailed financial offer for the implementation of the tasks.
- A sample evaluation report from a prior consultancy assignment with an evaluation methodology directly relevant to this evaluation.

The application with the subject 'CRED4TEACH External Evaluation' should be submitted to the Project Coordinator Olga Zubikova at [olga.zubikova@fh-mittelstand.de](mailto:olga.zubikova@fh-mittelstand.de) by **May 5, 2025**.

All queries shall be addressed to the project coordinator Olga Zubikova. Applicants will receive an acknowledgement of the receipt of their application by the project coordinator.

### **Selection Process**

The contract will be awarded to the bid offering the best value for money (best price-quality ratio). The selection criteria are as follows:

- 30% – Feasibility of the proposed budget
- 30% – Professional experience and reference projects
- 40% – Quality of the proposed evaluation methodology

The requested experience and competencies will be assessed based on the evidence provided by applicants. To facilitate the selection process, additional information may be requested by the project coordinating institution FHM. The external evaluator will be selected by the members of the CRED4TEACH Steering Committee.

All applicants, including the selected external evaluator, will be notified of the selection results by the project coordinator no later than **May 19, 2025**.

The selected external evaluator will be sub-contracted by the coordinating institution FHM by **June 9, 2025**, at the latest.

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