

# IOCE questionnaire for Voluntary Organizations for Professional Evaluation (VOPEs)<sup>1</sup>

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## Introductory message:

If you represent a VOPE, whether or not your VOPE responded to the IOCE questionnaire in the past and your previous response was uploaded to the [www.ioce.net](http://www.ioce.net) website, you are invited to re-register your VOPE using this updated questionnaire format.

There are two parts to this questionnaire: Part I asks a series of basic profile questions that will be searchable on the IOCE website. Part II, which is basically the same as in the past, asks more detailed questions about the plans and experiences of your VOPE.

*The responses to the questions on Part I, the Basic Profile Information survey, are asked for in the new IOCE VOPE Registration Form on the [www.ioce.net/en/VOPERegistration.php](http://www.ioce.net/en/VOPERegistration.php) website. But initially you may find it helpful to first enter your responses within this Word document. Once you are ready you can then go to the website and enter data about your VOPE there.*

Note: you may find the list of questions useful for conducting an annual self-assessment of the current capacities of your VOPE.

It will be up to you to keep the information about your VOPE up-to-date if there are any changes. Your VOPE's profile will then be visible to others visiting the IOCE website.

In addition to entering your Basic Profile Information on the [IOCE website](http://www.ioce.net), when you have completed your response to this questionnaire (including the more detailed Part II), please save it as an MS Word document with a name using the pattern of "Country-VOPE acronym-survey response 2015." Then to share this information about your VOPE with others, please send this full MS Word document to [Lynn@IOCE.net](mailto:Lynn@IOCE.net). It will then be uploaded to the IOCE website.

Once your regional VOPE and IOCE recognize and verify your submission, your organization (VOPE) will be accepted as a Regular Member of IOCE. If you want your VOPE to be recognized as a Full (Contributing) Member of IOCE, you may change your membership level at any time in your profile.

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## Part I: Basic Profile Information

### Membership level:

*First of all, do you want your VOPE to be recognized as an **Ordinary Member** of IOCE, or a **Full (Contributing) Member**? The advantages of the latter are described at the bottom of the "Instructions for registering VOPE on new IOCE database" document. Even if initially you register as an Ordinary Member, you have the option to upgrade to Full Membership later.*

<b>Regular Member of IOCE</b>	
<b>Full (Contributing) Member of IOCE<sup>2</sup></b>	

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<sup>1</sup> Part I, Basic Profile Information, updated in 2015 to correlate with new web-based IOCE VOPE membership database.

<sup>2</sup> Minimum US\$100 contribution per year requested by IOCE. Instructions for submitting contributions at <http://www.ioce.net/en/applyOrRenew.php>. You can decide to 'upgrade' your VOPE's membership later.

1. Full name of VOPE <sup>3</sup>	ETHIOPIAN EVALUATION ASSOCIATION
2. Acronym of VOPE*	EEvA
3. Name of Primary Contact person*	Berhanu Assefa Tegegne
4. Email address of Primary Contact** <sup>4</sup>	ho1393@yahoo.com
5. Name of 2 <sup>nd</sup> contact person	Amanuel Asgedom
6. 2 <sup>nd</sup> contact person's email	amanuel.asgedom@savethechildren.org
7. Name of 3 <sup>rd</sup> contact person	Yohannes Belihu
8. 3 <sup>rd</sup> contact person's email	yohannes.belihu@gmail.com
9. Preferred language of contact persons	English
<b>Organizational Identification</b>	
10. VOPE website URL (if any) <sup>5</sup>	NO
11. Postal address for VOPE	NO
12. Year VOPE founded*	2008
13. Current status* (identify which)	1. Informal network 2. Formal association/society (charter and bylaws adopted)
14. VOPE legally recognized by government?*	1. No 2. Not yet (but we're working on it) 3. Yes
15. Geographic scope of organization*	1. International 2. Regional (multi-national) 3. National 4. Sub-national (e.g. local affiliate)
16. If regional VOPE: Name of region	NA
17. If national or sub-national VOPE: Name of country	Ethiopia
18. If sub-national VOPE: name geographical area	NA
19. If VOPE with sectoral focus, name of sector	No
<b>Membership</b>	
20. Number of dues-paying official members*	125
21. Number of non-dues-paying members	100
22. Total current number of members*	225
23. Total on mailing list	225
24. Is your VOPE open to membership by anybody with interest in evaluation?	1. No 2. Yes
25. Does the membership of your VOPE include specialists in a variety of sectors/ disciplines?	1. No 2. Yes
26. Number of VOPE members working in governmental agencies	57
27. Number of VOPE members working in NGOs/CSOs	40
28. Number of VOPE members working in academia	25
29. Number of VOPE members who work in private sector (including free-lance consultants)	12
30. Number of VOPE membership who are women	16

<sup>3</sup> Answers are **required** for fields in bold and marked \*. Others are optional.

<sup>4</sup> If your VOPE has a generic email address (rather than a personal one) you might want to enter it here, as this will be visible on the IOCE website.

<sup>5</sup> If your VOPE does not already have its own website, but wants to set up its own website as a sub-site within the IOCE website, contact [Lynn@IOCE.net](mailto:Lynn@IOCE.net). This will be an added service available to Full (Contributing) Members of IOCE for an additional charge, typically less expensive than other commercial website platforms.

31. Number of VOPE members who are below age of 35 / or are new to the evaluation profession	Not recorded
<b>Leadership</b>	
32. Name of current president/chairperson	Berhanu Assefa
33. Number of members of board/leadership group	7
<b>34. How active would you judge your VOPE's leadership to be?*</b>	<ol style="list-style-type: none"> <li>1. Inactive – we haven't met in over a year</li> <li>2. A little active – meet at least once/year</li> <li>3. Fairly active – meet at least quarterly</li> <li>4. <b>Quite active – meet monthly</b></li> <li>5. Very active – creatively organizing frequent events to serve our members</li> </ol>
35. Does your VOPE have a paid secretariat?	<ol style="list-style-type: none"> <li>1. <b>No</b></li> <li>2. Yes – part-time</li> <li>3. Yes – full-time</li> </ol>
36. Means of communication with members (check all that apply)	<ol style="list-style-type: none"> <li>1. <b>Email listserv</b></li> <li>2. <b>Social media</b></li> <li>3. Newsletter</li> <li>4. Website</li> <li>5. Publications</li> <li>6. <b>Annual report</b></li> <li>7. Other: <b>FM radio</b></li> </ol>
37. Number of newsletters sent during past year	NOne
38. When was last Annual Report sent to members?	[date]
39. Have you used the IOCE VOPE Institutional Capacity Toolkit? <a href="http://www.vopetoolkit.ioce.net">www.vopetoolkit.ioce.net</a>	<ol style="list-style-type: none"> <li>1. No (at least not yet)</li> <li>2. <b>Yes, but only a little</b></li> <li>3. Yes, extensively</li> </ol>
<b>VOPE Activities</b>	
<b>40. Purpose and mission of VOPE*</b> (brief description)	<p>EEvA's mission is to engage and enable M&amp;E professionals to contribute significant part in the socio-economic development of the country by way of:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Knowledge generation,</li> <li><input type="checkbox"/> Awareness creation,</li> <li><input type="checkbox"/> Capacity building,</li> <li><input type="checkbox"/> Advocacy and</li> <li><input type="checkbox"/> Rendering model service in evaluation.</li> </ul>
<b>41. Recent events or other activities*</b> (brief description)	The Association is going to conduct it 6 <sup>th</sup> general assembly on 21 March 2015
42. Has your VOPE adapted or developed standards or guidelines?	<ol style="list-style-type: none"> <li>1. No</li> <li>2. <b>Not yet (but we're working on it)</b></li> <li>3. Yes</li> </ol>
43. If so, where are they accessible?	[website]
44. Methods: Experiences in strengthening skills of individual members, by (for example):	<ol style="list-style-type: none"> <li>1. <b>organizing workshops led by local experts;</b></li> <li>2. organizing webinars with international speakers;</li> <li>3. designing and delivering e-learning programmes;</li> <li>4. administering mentoring programmes</li> <li>5. Other: <b>Enhancing member to use my M&amp;E e learning website</b></li> </ol>
<b>VOPE Affiliations</b>	
45. Is this VOPE is an institutional member of any regional or international network?	<ol style="list-style-type: none"> <li>1. No</li> <li>2. <b>Yes</b></li> </ol>
46. If so, name (acronym) of regional/international network(s)	African Evaluation Association

47. Has your VOPE participated in a P2P or Innovation Challenge grant-supported project in the past?	1. No 2. <b>Yes</b>
48. If so, what year?	2013 with Kenya Evaluation Association funded by Eval partners
49. With what VOPEs/other organizations did you partner?	Evaluation Society of Kenya
<b>Advocacy for Enabling Environment for Evaluation</b>	
50. Has your VOPE advocated for and influenced governmental evaluation policies and systems? (If so, please describe in Part II below.)	1. No, it is not within the scope of our VOPE to address governmental policies 2. <b>Not yet, but we're working on it</b> 3. Yes, but in a modest way 4. Yes, in a significant way
51. Does your government have a National Evaluation Policy (for conducting and using evaluations)?	3. <b>No</b> 4. Coming – NEP in process of being developed and approved 5. Yes – but dispersed among ministries 6. Yes – one over-all policy
52. Has your VOPE partnered with parliamentarians in your country?	1. <b>No (at least not yet)</b> 2. Yes, a little 3. Yes, actively
53. Have you used the Advocacy Toolkit available at <a href="http://www.mymande.org/evalpartners/advoactytoolkit">www.mymande.org/evalpartners/advoactytoolkit</a> ?	1. No (at least not yet) 2. <b>Yes, but only a little</b> 3. Yes, extensively
<b>EvalYear (2015)</b>	
54. Is your VOPE planning any special events to commemorate the International Year of Evaluation? <sup>6</sup>	1. No 2. <b>Yes</b>
55. If so, briefly describe:	To held one conference with the National Planning Commission and House of Peoples Representatives of the FDRE (parliament)
56. On what dates?	Possibly in August 2015
57. Has your national government made a declaration regarding EvalYear?	1. <b>No</b> 2. Yes
58. Have one or more Civil Society Organizations made declarations regarding EvalYear?	1. <b>No</b> 2. Yes
<b>Research Consent</b>	
59. Do you consent to being contacted in the future for research studies that may help to improve services to the network of VOPEs? ( <i>Selecting "yes" merely indicates your willingness to be contacted. You are not obligated to participate in any study.</i> )	1. No 2. <b>Yes</b>
60. Date this information was submitted/updated*	18 March 2015

You are also invited to respond to the more detailed questions in the longer questionnaire below.

Note: Part II has not changed from the former version of the IOCE-VOPE survey questionnaire, with the exception of the Additional Basic ID Information and Evaluation Culture. While you could simply copy what you submitted previously in response to the rest of the questions in Part II, it would be a good idea to update this information.

This entire Word document should then be saved with a title like "name of your country/region - acronym of VOPE - Survey Response 2015". Please send to [Lynn@IOCE.net](mailto:Lynn@IOCE.net). It will then be posted

<sup>6</sup> If so, please also enter your planned event at <https://evalyear.crowdmap.com>.

to the [www.IOCE.net](http://www.IOCE.net) website where such survey responses from VOPEs around the world can be seen. If your VOPE has a logo, you are welcome to send it to Lynn as well.

Any questions for clarification can be addressed to [Lynn@IOCE.net](mailto:Lynn@IOCE.net).

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## Part II. Expanded information on VOPE's experience with Evaluation Capacity Building

### Additional basic ID information:

A. Physical/Postal address of VOPE	Berhanu Assefa P.o.box – 90570 Addis Ababa Ethiopia
B. Phone number	+251911903051
C. Is your VOPE supported by external funding?	No / Yes
D. If so, please name the external funding source(s).	
<b>Evaluation culture:</b>	
A. How prevalently would you say evaluations are commissioned and used by the government of your country?	Fairly enough government offices did evaluation either internally or externally.
B. How prevalently are evaluations commissioned and used by donors of programs in your country?	Most donors have a culture of doing evaluation. It is more prevalent when we compare it with government.
C. How prevalently are evaluations commissioned and used by NGOs and CSOs?	Most NGO have a culture of doing evaluation. It is more prevalent when we compare it with government.
D. Has there been a more thorough study of the evaluation culture and capacity in your country along the lines of the above questions, or otherwise? If so, please cite the reference of such a study and the URL where it is accessible.	<ul style="list-style-type: none"> <li>- Study on the demand for and supply of Evaluation in Ethiopia – conducted by Centre for Learning on Evaluation and Results Anglophone Africa (CLEAR-AA) in December 2013</li> <li>- National Evaluation Capacities UNDP Dec 2009.</li> </ul>
E. Approximately what proportion of the number of persons who conduct evaluations in your country do you estimate are members of your VOPE?	- We can't estimate this because there is no Evaluation policy, evaluation standard and evaluation guideline. Who really is an Evaluator needs definition and registration.
F. What reasons do you guess other evaluators have not yet chosen to participate in activities of your VOPE?	- Mostly because they don't see the importance of associations. It may be human behavior; most want direct "cash on hand" type of benefit than developing professionalism and career. When you become a VOPE leader in a country like Ethiopia, you use your own resources for the VOPE; not you gain from the VOPE. Only those who have highest commitment for social services are members of VOPE.

[The rest of Part II is the same as in the questionnaire used since 2012.]

<p><b>1. Background:</b> Please provide a brief history of the formation of this organization (VOPE).</p> <p>1.1 Who were/are the key players?</p> <p>1.2 How many members do you have on your governing board/ committee?</p> <p>1.3 What are the main existing strengths that your VOPE is trying to capitalize on?</p> <p>1.4 What are the main challenges that your VOPE is trying to address?</p>	<p>Evaluation Association is established in 2009 by the assistance of UNICEF and re registered in 2010 with certificate number 1476 by FDRE Charities and Societies Agency. There are seven executive board members, the Executive board is also the executive secretary of the association.</p> <p>A number of professionals had felt the need for an evaluation association that would help them to organize and discuss their joint professional problems and experiences. This expressed need and the wish for an association was supported by UNICEF - Ethiopia. The association was formally registered on</p> <p><b>Strength</b></p> <ul style="list-style-type: none"> <li>- The board members held regular meetings once per month.</li> <li>- We are developing capacity building training curriculum for members on evaluation</li> <li>- We are drafting Evaluation standards for Ethiopia</li> <li>- We are investing all our efforts to professionalize Evaluation in Ethiopia</li> <li>- Diverse professional mix (Agriculture, Health, Education, Statistics, Economics....)</li> <li>- We have good relationship with the national planning commission of Ethiopia</li> <li>- We have plan to contact the parliament of Ethiopia once the current (may 2015) election is concluded</li> <li>- We are active members of AfrEA</li> </ul> <p><b>Challenges</b></p> <p>According to the Ethiopian Charities and Societies Proclamation effected since 2009 in Ethiopia. Professional associations are required to solicit funding from their members and other income generating activities within Ethiopia. They are expected to generate 90% of their income from home. No international organization and non-Ethiopian nationals are allowed to be member of the association and they can't fund the association more than 10% of its budget.</p> <ul style="list-style-type: none"> <li>- Membership financial contribution is not to the required</li> <li>- No executive office yet</li> <li>- Capacity</li> </ul>
<p><b>2. Organizational motivation:</b> What were/are the driving forces of the VOPE and its historical development?</p>	<ol style="list-style-type: none"> <li>1. Create a forum for professional evaluation based multi-disciplinary discussions.</li> <li>2. To promote useful evaluations that support development in Ethiopia and give professional support as the case demands.</li> <li>3. To encourage the development and publication of high quality evaluation practice, research and theory development based on Ethiopian experiences and expertise thereby enhancing the building of evaluation capacity in Ethiopia</li> <li>4. To facilitate networking and information sharing on evaluation in Ethiopia</li> <li>5. To be a reference point for evaluation information and methodology relevant to Ethiopia.</li> <li>6. To promote and share Ethiopian evaluation expertise at relevant regional and international forums and events.</li> <li>7. To develop &amp; maintain professional relationships with other similar local and international organizations with a view toward fostering the growth of professional practice in Ethiopia</li> <li>8. To promote evaluation as a profession and support national ownership.</li> </ol>
<p><b>3. Evaluation Capacity Building<sup>7</sup>:</b> What has your VOPE done to promote evaluation (M&amp;E) capacity?</p>	<ul style="list-style-type: none"> <li>- Provided training for government offices, local and International NGOs and members.</li> </ul> <p>Use the general assembly as a means to transmit new knowledge.</p> <p>Always our general meetings are with scientific paper presentation. The</p>

<sup>7</sup> 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.

	current general assembly is also with a there “Evaluative Thinking” and paper will be presented in this theme.
<p><b>4. Context / target entities:</b> More specifically, who are the persons or institutions your organization seeks to influence (to strengthen evaluation capacity)? For example:</p> <p>4.1 Technical capacities to <i>supply</i> quality evaluations, partnering with experts, local universities or others to provide training for members, etc.;</p> <p>4.2 Strengthening VOPE organizational capacity itself;</p> <p>4.3 Enhancing the enabling environment for evaluation, including strengthening the <i>demand</i> for and use of evaluations by policy makers;</p> <p>4.4 Influencing governmental policies related to evaluation, evaluation designs and implementation of M&amp;E systems, etc.</p>	<p>The association want to work with the following organizations to achieve its mission and realize its vision.</p> <ul style="list-style-type: none"> <li>- PM office</li> <li>- Government line ministries</li> <li>- Parliament</li> <li>- Private for profit sector</li> <li>- Individual consultancy firms</li> <li>- Individuals M&amp;E professionals</li> <li>- Individuals graduate of Evaluation</li> <li>- local NGO and International NGO</li> <li>- Regional Associations</li> <li>- Donors</li> </ul>
<p><b>5. Public accountability:</b> 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?</p>	
<p><b>6. More specifically, what are some of the key themes for which you advocate?</b> 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.</p>	<p>The Ethiopian Evaluation standard is under development yet we advocate for these following issues:</p> <ul style="list-style-type: none"> <li>- Scope – M&amp;E should cover all activities and planned outputs regardless of the duration and size of budget.</li> <li>- Intentionality – M&amp;E should be based on clear objectives, schedules and feedback process</li> <li>- Performance indicators – M&amp;E should focus on indicators of achievement already established for the programme or project</li> <li>- Quality stamp – assessment of results should be validated by systems check, field visits, client surveys and audits</li> <li>- Participation – stakeholder and staff participation should be used in the process of constructing indicators and benchmarks and validating outcomes/impacts.</li> </ul>
<p><b>7. Methods:</b> Experiences in strengthening skills of individual members, by (for example):</p> <ul style="list-style-type: none"> <li>• organizing workshops led by local experts;</li> <li>• organizing webinars with international speakers;</li> <li>• designing and delivering e-learning programmes;</li> <li>• administering mentoring programmes; etc.</li> </ul>	<p>EEvA has experience in providing training to members and other stakeholders in Evaluation and basic M&amp;E.</p>
<p><b>8. Standards:</b> Has your VOPE developed professional standards/ ethical codes/ competencies (or adheres to</p>	<p>Under development</p>



those developed by others)? If so, please provide documentation.	
<b>9. Job opportunities:</b> Do you share employment/ consultancy opportunities with evaluators on your database?	YES
<b>10. Progress and results:</b> What progress has been achieved so far in any of the above or other domains? What are expected and unexpected results achieved?	EEVA is a pure volunteer organization where the board members invest their energy, time and money. We don't believe that we achieved what we aspired mainly due to lack of time and finance. However, as stated above in the back ground section as strength we strive to work hard to achieve some of our objectives.
<b>11. Lessons learned:</b> Recommendations/ tips to others for good practices on how to organize and sustain VOPEs like yours.	– There should be a mechanism that link VOPE with its members, it could be a journal, short term trainings or newsletter.
<b>12. Next steps:</b> What does your organization plan to do next?	- Training curriculum on evaluation - Evaluation standards for Ethiopia - Establish strong relationship with parliament
<b>13. Willing to share with other VOPEs?</b> 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.	YES
<b>14. Suggestions:</b> What ideas do you have for what should be included in activities of the EvalPartners Initiative?	Provide more capacity building in situ.
<b>15. Want to be actively involved?</b> Does your VOPE want to be actively involved in EvalPartners? If so, in what ways?	We will continue reviewing P2P proposals, provide our inputs as a member for professionalizing Evaluation.
<b>16.</b> Would you be willing to write up a case study providing more detailed analysis of your VOPE's experiences?	YES

*Thank you very much for taking the time to respond to this survey. As stated in the instructions, it will be added to the [www.IOCE.net](http://www.IOCE.net) website so persons interested in learning more about your VOPE, or looking for evaluators in your country (or state or province) will have access to this information about your VOPE.*

*Remember to save this entire Word document with the name of your country/region, VOPE acronym + Survey Response 2015 in the title, then send as an email attachment to [Lynn@IOCE.net](mailto:Lynn@IOCE.net).*