

EVALUATION FORM TRANSNATIONAL MEETINGS

EVALUATION FORM: TRANSNATIONAL MEETING

Country: NICE- *FRANCE*

Project: *Migrant women: Integration through creativity*

TIME 24.01.13 – 27.01.13

ASSOCIATION NUX VOMICA

50 BRD ST ROCH

06300 NICE

Every partner of MIWOC project should fill in the evaluation form.

A grade should be given on a scale of 1 to 4, with 4 being the highest and 1 the lowest. If you give 1 or 2, please explain why and if it is possible give an advice, using the remark lines!

Example

'Quality of the transnational partnership' (2.1)

This performance indicator is concerned with:

- The extent to which each partner contributes to the event
- The evidence of partners sharing roles and responsibilities during the event

A performance meriting Level 4 would be illustrated by:

- Each partner plays a role in the preparation and delivery of the event according to an agreed prior division of roles and responsibilities
- There is clear evidence of a collaborative approach with strong team work

A performance meriting Level 2 would be illustrated by:

- There is a lack of clarity in the partners' division of roles and responsibilities and consequently there may be evidence of a failure to contribute as required
- Where problems have arisen, there is a lack of commitment to finding a mutually acceptable compromise

1 Structure, content and delivery of the event

NO	PERFORMANCE INDICATOR	THEMES	4	3	2	1
1.1	Organisation of the transnational event	Evidence of clear planning	X			
		Realistic timescales		X		
		Appropriate selection of delegates	X			
1.2	Effectiveness of content and appropriate range and balance of activities	Appropriate content, clearly related to the aims and appropriate range and objectives of the event	X			
		Relevant mixture of activities e.g. icebreaking activities, didactic sessions, workshops, social activities, free time	X			
		Appropriateness of the social programme		X		
1.3	Effectiveness of the process of monitoring and evaluation	Quality of the mechanism for evaluation both short term and long term including follow-up activities, if appropriate		X		
		Evidence of on-going assistance to participants, if appropriate	/			
1.4	The quality of project management	Clarity of project coordination	X			
		Quality of the management of monitoring and evaluation by the project coordinator and introduced to administrative staff		X		
		The project partners are made aware of the administrative structure of the project		X		

PERSONAL REMARKS ABOUT THE THEMES:

2 Quality of the trans-national element

NO	PERFORMANCE INDICATOR	THEMES	4	3	2	1
2.1	Input into the event by the project partners	The extent to which each partner contributes to the event		X		
		The evidence of partners sharing roles and responsibilities during the event		X		
2.2	Links between the aims of the event and the overall aims of the project	Mutual understanding amongst partners about the project and event rationale and the short term and long term objectives of the event	X			
		Clear evidence in the event programme of real synergy with the overall objectives of the project	X			

PERSONAL REMARKS ABOUT THE THEMES:

3 Quality of the partnership

NO	PERFORMANCE INDICATOR	THEMES	4	3	2	1
3.1	Transnational Partnership	Commitment to the project by each partner		X		
		Agreement amongst partners	X			
		Effective communication amongst partners		X		
		Development of trust and positive attitudes	X			

PERSONAL REMARKS ABOUT THE THEME:

4 Quality of the domestic arrangements

NO	PERFORMANCE INDICATOR	THEMES	4	3	2	1
4.1	Quality and appropriateness of the domestic arrangements and the comfort factor	Attention to practical details and catering		X		
		Suitability of the working venue	X			
		Quality of overnight accommodation, if appropriate		X		
		Evidence of special requirements (dietary for example) being met		X		

PERSONAL REMARKS ABOUT THE THEMES:

5 Outcomes and Outputs. Please, list the contributions presented during the meeting:

- 5.1 _____
- 5.2 _____
- 5.3 _____
- 5.4 _____
- 5.5 _____

PERSONAL REMARKS ABOUT THE OUTCOMES AND OUTPUTS:
