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Applicant Organisation:

**Rukometni savez
Zagrebačke županije
CROATIA**



Zagrebačka 5
10370 Dugo Selo
www.rszz.info

INTERNAL EVALUATION PLAN

**Equal oportunities for
women in handball**

Associated Partner:

**Kozármisleny
Sportegyesület
HUNGARY**



Pécsi u. 124
7761 Kozármisleny
www.kozarmislenyse.hu

Associated Partner:

**Univerzitet u
Beogradu
SERBIA**



Studentski trg 1
11000 Beograd
www.bg.ac.rs

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1. GENERAL INFORMATION ABOUT PROJECT

Project title:

„EQUAL OPORTUNITIES FOR WOMEN IN HANDBALL“

Grant Agreement No.:

613647-EPP-1-2019-1-HR-SPO-SSCP

Implementation period of project:

01.01.2020.-30.06.2021. (Annex 30.06.2022.)

Programme:

ERASMUS+ sport

Support for Small collaborative Partnerships in the Field of Sports

Project coordinator:

RUKOMETNI SAVEZ ZAGREBAČKE ŽUPANIJE (RSZZ)

Zagrebačka 5, 10370 Dugo Selo, Croatia

Represented by ZVONKO BARILIĆ

Project manager: DANIELA HORVAT

Partner:

KOZÁRMISLENY SPORTEGYESÜLET (KSE)

Pécsi út 124.,7761 Kozármisleny, Hungary

Represented by TAMÁS KOVÁCS

Partner key person: DÁVID VOLLÁR

Partner:

UNIVERZITET U BEOGRADU

FACULTY OF SPORT AND PHYSICAL EDUCATION (UoB-FSPE)

Studentski trg 1, 11000 Beograd, Srbija

Represented by IVANKA POPOVIĆ

Partner key person: prof.dr. ZORAN VALDEVIT

2. INTRODUCTION AND BACKGROUND

The general objective of the action is to encourage social inclusion and equal opportunities for women in handball.

In scope of the Equal opportunities for women in handball project and according to what is referred in Project management - Internal evaluation plan will be prepared at the first stage by the Coordinator (Rukometni savez Zagrebačke županije).

Project team will consist of 6 members (Project Manager and Project Assistant from each country – 2 persons per country).

Project team will cooperate according to approved manuals (technical, procedural and financial) establishing decision, procedures, schedules, work methodologies, monitoring, evaluation tools together with communication guidelines to assure the correct information exchange during project lifetime.

In order to optimise the required budget, priorities have been established according to the objectives and partners. It has been attempted to select the most suitable partners for this project and so that their experience and expertise could be more adapted to the proper management and development of it. The budget is calculated according all activities to be developed in each WP by partner profile.

To achieve results which will contribute to the achievement of above stated objectives, this project has foreseen various groups of activities.

The 4 key activities and their results are listed below:

1. TRANSNATIONAL PROJECT MEETING

RESULT: successfully implement project

2 . BEST PRACTICE EXCHANGE MEETING

RESULT: Exchanged experience and best practices and raised awareness and capacity of all stakeholders and target groups

3. WOMAN'S HANDBALL BROCHURE

RESULT: Preconditions for the sustainability of the project on international level met

4. VISIBILITY AND DISSEMINATION

RESULT: Raised awareness of the general public and decision makers about the objectives and activities of the project and the added value of the project

3. EVALUATION PLAN

Evaluation is an important part of project management. It consists of measuring the effects of the project. Its goal is to learn from the evaluated project, in order to better understand it and to improve it.

Project evaluation consists of:

- Describing the course of a project and its activities;
- Identifying the progress achieved and the results obtained through the implementation of the project, by collecting appropriate data and submitting it to a comprehensive and systematic analysis;
- Making a value judgment on the results identified and comparing them with established objectives and in accordance with predetermined criteria;
- Using the process to gain a better understanding of the project or of its completed activities, and drawing lessons that could potentially change ongoing activities in order to better align them with the project's goals.

In terms of effectiveness, the evaluation assesses the extent to which expected results and objectives of the project have been achieved, and analysis of the factors affecting the achievement/non achievement of these results. Efficiency is assessed on the basis of overall project management, including the issues such as the quality of communication, monitoring and reporting, as well as financial management. For the purpose of the information gathering, the external evaluators will use document analysis methodology for preparation of interim evaluation reports.

Document analysis includes a review of:

- **Project application documents**
Call for Proposals; Full application form; Project Budget; Project Contract
- **Reporting and monitoring documents of the Project activities and results**
Notification letters to the Contracting Authority; Internal monitoring records of the project activities and project outputs
- **Documents produced as the outputs of the project**
Promotional materials (logo, roll-up, leaflets, posters, web page, FB page, t-shirts, etc.)

4. PERFORMANCE FORM (Objective – results)

Important part of Project Management is quality assurance which means establishment of internal quality monitoring procedures in terms of checking and assessing main project activities. Project management issues and quality control of outcomes are guaranteed by the implementation plan (part of this project proposal), internal evaluation reports and three project team meetings. Communication and

dissemination plan will be presented at the Kick-off meeting and periodically checked by partners. The Applicant is responsible for quality control of outcomes in this work package and partners have the obligation to evaluate the outcomes. It's a joint effort in quality assurance.

The following table shows activities and outcomes outlined in the scope of project design together with the foreseen measures for evaluating their quality to be adopted by the project management

Activity	Outcomes	Evaluation measures
Assuring preconditions to implement Exchange of best practices	Met preconditions for the successful implementation of the best practices exchange activities	Project manager will review the programme and its feasibility. Quality of experts in charge of carrying out the main topics in the Project will be evaluated based on their references. All partners of the Transnational project meetings will be asked to prepare workshop survey.
Exchange of best practices	Raised awareness and capacity of stakeholders on the importance of gender equality in sport with regards to women handball and women in handball	To get an insight into the effects achieved and satisfaction of participants with the exchange we will ask all participant in the Project to fill out Evaluation questionnaires.
Evaluation	Met preconditions for sustainability of the project at international level (all project partner countries)	All material will be available to all participants and other interest parts on web and FB page. The Project team will be in charge of promoting project activities, development of the Women's handball Brochure and evaluating its implementation one year after publication.
Dissemination and visibility	Raised awareness of general public and decision makers about the objectives and activities of the project and the added value of the project	It will be evaluated through press clipping, interest of target groups to participate, number of visitors of the web page and Facebook page.

The tables below will be used for the Final evaluation report to show the state of the project activities according to the Project report, internal results records, etc. but it also provides a short overview of each WP.

ACTIVITY	PLANNED ACTIVITIES AND RESULTS	ACHIVED RESULTS AND OUTCOMES		
WP1 - PROJECT MANAGEMENT		Under performance	Implement as planed	Over performance
Responsible implementing organization: Location: Duration: Target group:	<u>Outputs:</u> <u>Duration</u>	<u>Status</u> <u>Completion:</u>		

ACTIVITY	PLANNED ACTIVITIES AND RESULTS	ACHIVED RESULTS AND OUTCOMES		
WP2 –Best practices exchange workshop		Under performance	Implement as planed	Over performance
Responsible partners:	<u>Outcomes:</u> <u>Duration</u>	<u>Status:</u> <u>Completion:</u>		

ACTIVITY	PLANNED ACTIVITIES AND RESULTS	ACHIVED RESULTS AND OUTCOMES		
WP3 - Development of woman handball brochure		Under performance	Implement as planed	Over performance
Responsible partners:	<u>Outcomes:</u> <u>Duration</u>	<u>Status:</u> <u>Completion:</u>		

ACTIVITY	PLANNED ACTIVITIES AND RESULTS	ACHIVED RESULTS AND OUTCOMES		
WP4 – Visibility and Dissemination		Under performance	Implement as planed	Over performance
Responsible partners:	<u>Outcomes:</u> <u>Duration</u>	<u>Status:</u> <u>Completion:</u>		