

## Overview of the Public Health Network activities to be evaluated

The 3 themes of the Public Health Network:

- Regional Integration and Public Health - the Network commissioned 3 research studies and 3 meetings/research exchange workshops on the topic. In addition, the Network organised some public events. The results of these research projects will be published and workshop reports will be made available to the evaluator.
- Multi-sector Pandemic Preparedness and Response – the Network organised 7 workshops (with an average of 30 participants per workshop), 2 public events, and produced 4 publications in total. All relevant workshop and event reports will be made available to the evaluator.
- Public Health Dialogue - the Network organised/participated in 6 events (summer schools, conferences, volunteer exchanges, etc.) aimed at promoting grassroots-level interaction. Reports of these activities will be made available.

## Evaluation

Kindly provide a budget and detailed description for the following tasks:

- Analysing available documentation:
  - Event-related: reports, evaluations by the participants, programmes, etc.
  - Publications: currently 7 available (average 65 pages per publication) and 5 expected (including the results of 2 research studies)
- Preparing, conducting, and summarising interviews/online survey:
  - Telephone/Skype interview: minimum of 40 interviews with stakeholders (20 from Europe, 20 from Asia)
  - Face-to-face: a minimum of 10 interviews with high-profile stakeholders (5 from Europe, 5 from Asia)\*
  - Online survey (optional)
- Preparing, conducting, and reporting on 1 meeting with the sponsor, Ministry of Foreign Affairs, in Japan\*
- Preparing and conducting 1 preparatory and 1 reporting meeting at the Asia-Europe Foundation (ASEF)\*
- Preparing and writing the evaluation plan, interim and final report
- Other tasks (if applicable)

\* please provide separate budgets for the travel costs for these items

## Expected tangible outcomes

The selected consultancy will be expected to submit:

- An evaluation plan and methodology – by the 1st week of September 2013 (tbc)
- An interim report – by the last week of November 2013 (tbc)
- A final report – a maximum of 20 pages, not including annexes (e.g. interview transcriptions, etc.) – by the first week of March 2014 (tbc)