Fund Council Evaluation and Impact Assessment Committee (EIAC)
Terms of Reference

1. Background

The Fund Council exercises oversight over evaluation and impact assessment activities undertaken by the Independent Evaluation Arrangement (IEA) and the Standing Panel on Impact Assessment (SPIA) of the Independent Science and Partnership Council (ISPC). It ensures that there is transparent, professional, and independent evaluation of the CGIAR’s performance in contributing to its planned outcomes and impacts, including feedback of evaluation and impact assessment results into planning and programming.

Recognizing the need for close interaction between the Fund Council and entities involved in evaluation and impact assessment (i.e., IEA and SPIA), the Fund Council decided at its 8th meeting on October 31-November 1, 2012 to create an Evaluation and Impact Assessment Committee (EIAC). The Committee provides the essential interlocutor at the working level between the Fund Council and the IEA and SPIA/ISPC on evaluation and impact assessment matters. It is an advisory group and does not itself exercise decisional authority. EIAC will make recommendations on evaluation and impact assessment matters as part of its reporting to the Fund Council.

2. Tasks and Responsibilities

EIAC has the following tasks and responsibilities:

a) Review, discuss, and report on IEA’s rolling work plans and subsequent CGIAR biennial rolling unified work plan for independent evaluations;
b) Provide FC’s perspectives on the annual work plan and budget for IEA’s evaluation activities;
c) Suggest key issues to be addressed by individual evaluations;
d) Consider evaluation reports and the management response to the evaluation and its findings and recommendations;
e) Contribute to CGIAR learning loop by reporting and making recommendations to the Fund Council on the evaluations and management responses it considers;
f) Advise the IEA Head on evaluation policy matters as they arise;
g) Engage with SPIA in identifying priorities for impact assessment work (i.e., determining specific areas for impact assessment linked to the System Level Outcomes);
h) Provide FC’s perspectives on the annual work plan and budget for SPIA’s impact assessment activities, including those aimed at strengthening impact assessment capacity in the CGIAR;
i) Help ensure coordination of evaluation and impact assessment activities, including utilization of other’s results in work planning; and
j) Other tasks as assigned by the Fund Council or the Fund Council Chair.

3. Composition and Mode of Operation of EIAC
• The inaugural EIAC is a self-selected group.
• Subject to approval of the Fund Council and the Fund Council Chair, the committee will have a term co-terminus with the 2013-2015 Fund Council.
• The Committee will elect a Convener from among its members. In the absence of an election or automatic rotation process, the Fund Office will ask a member to volunteer to serve.
• The Convener will chair the meetings and lead on the agreed work program.
• In accordance with the FC Rules of Procedure governing FC committees, EIAC is expected to hold its meetings through the most efficient means, such as in conjunction with Fund Council meetings or through electronic means.
• EIAC’s recommendations are made by consensus.
• The Fund Office will provide secretariat support and a coordinator to facilitate the work of EIAC.
• The IEA Head, the ISPC Executive Director, and the SPIA Chair will serve as resource persons and provide technical support.