

External evaluation of the European Institute of Gender Equality (EIGE)

Inception meeting agenda

10-11 September 2014

EIGE premises, Gedimino pr. 16, Vilnius

Wednesday 10 September

1300–1330 Registration, coffee, snacks

1330–1345 Welcome and introductions (Steering Committee for EIGE's external evaluation and contractor for the evaluation implementation) (EIGE)

1345–1400 Presentation of the evaluation's regulatory framework, its context, main users and expected uses (EIGE)

1400–1415 Explanation of the Steering Committee role and definition of the Steering Committee assignments (EIGE, PPMI)

1415–1445 Discussion of EIGE's political and organisational context (European Commission, PPMI)

1445–1500 Coffee break

1500–1530 EIGE's intervention logic and stakeholders structure (PPMI) **(Sections 1 and 2 in the relevant materials file)**

1530–1600 Discussion of the evaluation priorities, objectives and expected outcomes (EIGE, PPMI)

1600–1615 Coffee break

1615–1745 Review of the evaluation questions and evaluation matrix (PPMI) **(Section 3 in the relevant materials file)**

1745–1800 AOB

1900–2030 Working dinner (venue TBD)

Thursday 11 September

0900–1030 Methodological choices and approaches – selection of countries for in-depth analysis, project case studies, potential interviewees and topics for focus groups (PPMI) **(Sections 4, 5, 6 and 7 in the relevant materials file)**

1030–1045 Coffee break

1045–1130 Overview of project deliverables, timelines and work plan (PPMI)

1130–1200 Support to data collection and further communication between PPMI, EIGE and SG members (EIGE, PPMI)

1200–1215 Validation of Steering Committee meeting schedule and project timeline (EIGE, PPMI)

1215–1230 AOB