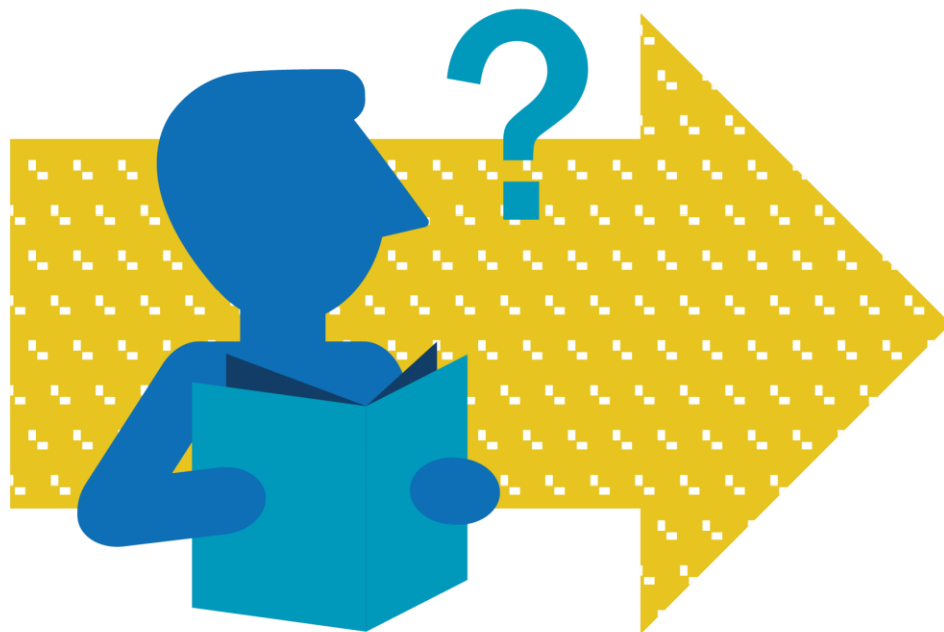# Terms of Reference (ToR) for impact evaluations

5 March 2026
Draft agenda
Marseille, France

ToR for impact evaluations
5 March 2026
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Outline and objectives

The Terms of Reference (ToR) for impact evaluations event aims to support Interreg programmes in preparing clear, strategic and forward-looking Terms of Reference for impact evaluations. The session will focus on how to identify key elements to be evaluated, formulate meaningful evaluation questions, and design methodologies that promote learning, support capitalisation, and inform future programme strategies, including preparations for 2028–2034.

Participants will explore practical examples, discuss current progress with impact evaluations, and work collaboratively to shape ToR that help them to draft their ToRs for impact evaluations.

By the end of the event, participants will have:

- a clearer understanding of how to develop robust and focused Terms of Reference for impact evaluations;
- increased ability to formulate key evaluation questions that reflect priorities such as capitalisation, sustainability, and added value;
- insights into how impact evaluations can support strategy-building, policy development, and future programming.

Target group

This workshop is addressed to programme representatives involved in **evaluation and/or capitalisation within Interreg programmes**.

Registration:

The "Terms of Reference (ToR) for impact evaluations" event will take place back-to-back with the "EVAL - CAP: Evaluating the present, shaping the future" event. Participants can register for either one or both events, with the option to attend them consecutively.

- **Day 1 (4 March 2026) –** EVAL-CAP: Evaluating the present, shaping the future
- **Day 2 (5 March 2026) –** Terms of Reference (ToR) for impact evaluation

Registration is now open!

ToR for impact evaluations
5 March 2026
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Thursday, 05 March 2026

08.30 – 09.00	**Registration and welcome coffee**

09.00 – 09.30   **Welcome, introduction & objectives**
Interact
Objectives of the session: In this session, we will clarify the core elements of Terms of Reference for impact evaluation.

09.30 – 10.00   **Understanding the building blocks of impact evaluations**
Interact
Objectives of the session: Explore key components of ToR, including scope, evaluation criteria, stakeholders, and frameworks.

**10.00 – 13.00
Incl. coffee
break**   **Impact evaluation status quo and first findings**
Interact, Evaluation Helpdesk, programme representatives
Objectives of the session: this session will provide an opportunity for programmes to share the current state of their evaluation processes, including early findings and methodological approaches. Participants will reflect on how far they have progressed with impact evaluations and how they are preparing their Terms of Reference, including whether they plan separate ToR for operational and impact evaluations or a combined approach.

13.00 – 14.00   **Lunch Break**

14.00 – 15.30   **Choosing what to evaluate – priorities and focus areas (group work)**
All: group work
Objectives of the session: In this session Interreg programme will discuss which elements should be prioritised in impact evaluations (stakeholders, key questions, stories, capitalisation, focus on POs/SOs future programming relevance).

15.30 – 15.45   **Coffee Break**

15.45 – 16.50   **Shaping evaluation questions and methodologies**
All: group work
Objectives of the session: This session aims to define evaluation questions and approaches reflecting capitalisation, added value, sustainability, etc.

16.50 – 17.00   **Wrap up and outlook**