



## **Call for an external evaluator - European Youth Capital 2029**

The European Youth Forum is looking for an External Evaluator (service provider) that will provide their assessment on applications for the [European Youth Capital](#) title and support the Jury in their deliberations. We are looking for a person with strong motivation to contribute to the objectives of the European Youth Capital project, knowledge of youth policies and keen interest in municipal and urban policies.

Specifically, we are looking for a professional with the following criteria:

1. Proven experience with youth policies, especially on a local level;
2. Proven experience in policy development and/or advising policy-makers;
3. Deep understanding of projects planning and ability to give constructive, realistic and straightforward feedback;
4. Ability to conduct their own research and find information that may be missing from the application;

The service agreement will run from February to December 2026. The role of the External Evaluator is to assess the candidate cities' applications in two out of three total rounds of the competition (specifically, the first and the third/last round), and to provide the European Youth Forum and the Jury with detailed feedback on each application. The assessments will guide the EYC 2029 Jury work in better understanding the main strengths and weaknesses of the received applications.

The evaluation of the first round is expected to take place in the second half of February, with the number of applications depending on the number of cities applying. The third round is expected in October, and will include 4-5 applications from the finalist cities. There will be a one-day final Jury meeting in November 2026, which the External Evaluator shall attend in person. Travel and accommodation costs for the final Jury meeting will be covered by the European Youth Forum.

The work of the External evaluator will be remunerated with a sum of **€4,800 (VAT excluded)**.

With the exception of the November meeting, the work of the External Evaluator will be carried out remotely, with regular online communication with the European Youth Forum.

The external evaluator must be legally resident (or a company registered) in one of the member countries of the Council of Europe.

Should you be interested to apply, please submit your CV and answers to the below questionnaire, in two separate PDF files, to [eyc@youthforum.org](mailto:eyc@youthforum.org) by 30 January 2026 23:59 CET.

For more information and updates on the European Youth Capital, please visit our [website page](#) and check the [EYC 2028 call for applications](#).

For any kind of questions, please do not hesitate to contact Vittoria Torrisi, Project Officer of the European Youth Capital, at [eyc@youthforum.org](mailto:eyc@youthforum.org).

#### Questionnaire:

- What background, experience, and motivation do you have that are relevant to the role of External Evaluator for the European Youth Capital 2029? Please include a track record of past consultancies.
- Please provide an overview of your experience and expertise in youth-related policy.
- In your opinion, what are the most important criteria in an application for the European Youth Capital title?
- In your opinion, how can cities reach out to young people who do not usually engage in community activities or policy debates?
- Can you provide an example of a situation in which you had to summarise and clearly explain a large amount of detailed content and information?
- What methodology would you use to verify the truthfulness and feasibility of each application? How would you assess the performance and human rights record of each candidate city?

#### **Annex: Description of duties**

First round of applications:

- Analysis of the received applications, outlining the main characteristics of the bids.
- Rank of each application, including a proposed shortlist of maximum five candidate cities, according to a scoring framework pre-agreed between the External Evaluator and the European Youth Forum.
- Outline strengths and weaknesses, as well as detailed suggestions for improvement for each candidate city.
- Verify municipalities' compliance with human rights law and potential allegations.

Third round of applications

- Provide an overall analysis and scoring of the final applications of the short-listed candidate cities, outlining key elements of the proposals, the primary changes

since the second phase of the selection procedure, and focusing on detailed proposals for improvements.

- Present the analysis to the Jury at the EYC 2029 Jury Meeting (1-day long, in person, expected to take place in Brussels).

We expect the External Evaluator to be available for online meetings with the Project Officer, and to perform small additional tasks related to their review and analysis throughout the year, as needed.

### **Payment terms**

The payment of the fee will be structured in three installments as follows:

- 50% of the total amount (2,400.00€) to be invoiced and paid upon completion of phase one (March 2026)
- 50% of the total amount (2,400.00€) to be invoiced and paid upon completion of phase three, at the end of the contract (December 2026)

The coordination of the project activities implemented by the External Evaluator will be under the responsibilities of Vittoria Torrisi, Project Officer for the European Youth Capital, [eyc@youthforum.org](mailto:eyc@youthforum.org).