

Invitation to Tender - Evaluation Partner

The Evening Standard- Violence Against Women & Girls (VAWG) Prevention Fund 2024-26

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Executive Summary

The London Community Foundation (LCF) is appointing an external partner, to lead an independent evaluation of the impact of its programme, the Evening Standard’s Violence Against Women and Girls (VAWG) ‘Show Respect’ Prevention Fund.

The evaluation will cover both midline and endline points within the programme, and the contract for the work is expected to run from November 2024 to October 2026. The deliverables of the evaluation should underscore achievements against the programme’s outputs, outcomes, and recommendations

for future VAWG programming. The total contract value for this work is £17,000, including VAT.

The deadline for submitting tenders is 5pm Thursday 31st October 2024. For more information on the application process, please see section 10. Application Process.

1. Programme details – The Evening Standard VAWG Prevention Fund

Background

The Tackling Violence Against Women & Girls through preventative school-based activities programme ([VAWG Prevention](#)) is funded by the Evening Standard with the London Community Foundation (LCF) delivering the programme on behalf of the Evening Standard.

The fund is connected to an [awareness raising campaign](#) in the Evening Standard which was launched in June 2024. The fund has been set up to tackle violence, sexual harassment and misogyny against women and girls through preventative, school-based activities. Grants were awarded to registered charities, voluntary or community groups, and other not-for-profit organisations that are based in London and provide projects or services specifically around preventative work with Year 9 pupils across London.

In April 2024, 18 grassroots organisations who have experience in early intervention approaches with young people, were invited to apply for grant funding up to £37,500 over 2 years with 12 organisations awarded a total of £436,508 of funding in May 2024 ending in September 2026.

The funded organisations are as follows: Tender, Youth Realities, Milk Honey Bees, BelEve, Let Me Know, Juvenis, Shpresa, Action Breaks Silence, Anima Youth, Diverse Voices Edutainment, Lives Not Knives and UK Feminista.

The organisations were awarded funding in May 2024 to coincide with the launch of the newspaper campaign, though due to the summer holidays, the organisations were not expected to start delivery until September 2024.

Fund objectives and outcomes

To be eligible for a grant, applicants had to meet the following criteria;

- A community-based organisation with evidence of existing working relationships with a local school.
- Existing work with Year 9.
- Evidence of high deprivation and high levels of violence in the local area/borough.
- Experience of/plans to take a youth-centred approach to planning, delivering and evolving activities.
- Plans to involve young people in feedback and any changes or improvements to activities throughout the 2-year grant period.
- Evidence of prior experience, networks and/or existing relationships related to VAWG prevention.

The objective of this funding is to help build an evidence base for different types of effective early intervention work with secondary school age children around tackling violence, sexual harassment and misogyny against women and girls.

2. Scope of Work, Purpose

The role of the Evaluation Partner is to:

- provide an **independent and objective assessment** of the VAWG Prevention Fund's performance against its stated objectives;
- understand the **critical success factors** linked to fund design and capacity building support;
- gather **insights and evidence of the funding's impact** for partner organisations, their clients, LCF/The Evening Standard and the wider sector;
- make **recommendations** for future funding of specialist VAWG grassroots organisations;
- share and **disseminate key learning** from the fund with a range of audiences

3. Primary / Secondary Targets

The primary targets for the evaluation are, LCF, The Evening Standard and the 12 funded organisations under the VAWG Prevention Fund programme, to evidence achievements against the programmes funding aims.

The secondary targets are the wider sector and funding ecosystem, with both primary and secondary targets aiming to better understand the opportunities and challenges VAWG organisations are working within to delivery their essential services to better influence similar funds.

4. Approach and Methodology

We welcome applicants' suggestions on suitable methodologies and approaches to undertake this work. We are seeking evaluation partners with the ability to select from a range of suitable methodologies and who have experience of working with funders and local specialist volunteer and community sector (VCS) organisations and understand the inherent challenges these organisations face.

We are keen to take a formative and person-centred approach that enables learning and reflection alongside funded partners while being mindful of the pressures they face. Most of this work can be completed remotely however it is possible that some meetings and activities could be completed in person in LCF, The Evening Standard, and organisations offices depending on the location of the consultant and the nature of the action.

The Evaluation Partner will not engage with service users of the funded organisations, however, the partner will have twice a year quantitative and narrative details as well as the end of project monitoring reports as per the monitoring produced by the organisations. The Evaluation Partner will also only engage directly with the funded organisations through optional touch points taking into

consideration the grantees capacity to be involved. The main focus of the partner will be desk-based review and research.

Key questions LCF would anticipate being answered under this evaluation include (but are not limited to):

- To what extent is the fund achieving / has achieved its aims
- What role has any convening/networking support played in achieving fund objectives
- What has worked well
- What have the challenges been
- Where are the opportunities for further development and greater impact

5. Contract Management

The contract will be managed by the LCF and begin November 2024 ending November 2026.

6. Deliverables and Schedule

The following deliverables and schedule are proposed. However, there is scope for discussion around key deliverables and LCF may formally agree changes where the Evaluation Partner can provide a clear rationale demonstrating greater impact, and/or changes reflect the evolving needs and timing of the programme.

Deliverable	Anticipated Timing
Introductory meetings to agree scope of work with LCF	w/c 25 th November 2024
Inception report with initial desk review, methodology, tools, work plan and primary and secondary data sources to be shared in the first quarter of the contract.	w/c 9 th December 2024
Approval of inception report by LCF, progression to implementation of evaluation activities	w/c 16 th December 2024
Midline report based on agreed reporting format and content from the approved inception report	September 2025
Annual meeting with LCF, post midline report, to discuss progress against agreed work plan, as relevant	September/October 2025
Final report based on agreed reporting format and content from the approved inception report and cumulative analysis for the full grant duration.	October 2026
Ad hoc meetings, discussions and engagement with LCF, The Evening Standard and organisations as relevant and required in line with the overarching deliverables of the work	As required

7. Contract Value and Payment

The budget available for this work is up to GBP £17,000 (inclusive of VAT, if applicable) to cover all fees and expenses related to the work. Agreed expenses can be claimed against receipts.

Budgets must include costs for any travel expenses, external stakeholders, facilitators or experts and their travel expenses, as well as venues and catering for events, and so on, as per the requirements to deliver against the agreed actions.

Value for money will be considered when analysing the applications but is not the only consideration.

A payment schedule will be agreed between LCF and the successful applicant based on the finalized agreed work plan that will make up part of the contract.

8. Applicant's Profile and Competencies

- Experience of using codesign and coproduction methodologies to develop evaluation models within the voluntary and community sector organisations, in particular with formative person-centred evaluations.
- Experience of working with voluntary and community-based organisations in a monitoring, evaluation and learning capacity.
- Experience of managing and analysing large quantities of qualitative and quantitative data to draw out results, themes, trends, and recommendations.
- Experience of working with minoritised and marginalized communities.
- Understanding of key themes, issues and intersectionality related to the issues within the VAWG sector.
- Understanding of intersectionality and the additional barriers / burden this places on organisations led By and For minoritized and marginalized communities.
- Understanding of gender and trauma informed approaches.
- Experience of and capacity to work flexibly.

9. Compliance with LCF Policies and Practice

The selected consultant will be expected to familiarise themselves with and abide by LCF's standard policies;

- Safeguarding
- Complaints
- Equality, Diversity and Inclusion

The selected consultant must also confirm their accreditation of the London Living Wage.

10. Application Process

The deadline for submitting tenders is 5pm Thursday 31st October 2024 to callum.stubbs@londoncf.org.uk with the subject heading 'Evaluation Partner – Tender Application'.

Any applications received after this time will not be considered.

Shortlisted applicants will be invited to discuss their proposals with LCF in more detail. Interviews will be held online w/c 11th November 2024. LCF will inform applicants if they have been successful or unsuccessful by w/c 18th November 2024.

Tenders will need to include details against each of the following specifications, within a maximum of nine (9) pages (not including annexes);

1. Clearly outline of how your experience meets the essential criteria
2. A description of your approach and methodology to meet the Scope of Work above. Any development and changes to the Scope of Work are welcome, but must include a clear rationale for how they will increase impact
3. The name and contact details for two independent referees.
4. A budget for the work including figures for fee rates, taxes/VAT and expenses
5. A breakdown of the expected work plan timeline, including key milestones
6. Annexes to include;
 - a. Examples of relevant, previous work by the applicant (ideally of a comparable nature/scale). If your previous examples are owned by previous clients or otherwise inaccessible to you, please share a short narrative summary of the work, with any supporting documents to illustrate their relevance.
 - b. Details on the team composition and CV's

LCF will, at its sole discretion, select the successful proposal and shall be free to:

- Accept the whole, or part only, of any submission
- Accept none of the proposals
- Republish this invitation to tender

Please ensure that you read and fully understand the requirements of this Invitation to Tender. It is the responsibility of the applicant to ensure that their application is complete and meets the requirements laid out in this Invitation to Tender. Failure to comply may lead to your proposal being rejected.

If you have any queries in relation to your submission or to any requirements of this tender, please contact Callum Stubbs at callum.stubbs@londoncf.org.uk

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11. Processing your data

Please let us know if you would like us to keep your personal details in our database for future reference. We will process your personal data according to the UK data protection law (the General Data Protection Regulation). If you want to know more about how we will use it, please refer to our [Privacy Notice](#) on our website.

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