

STAND Programme Evaluation

Request for Quotation and Terms of Reference

Part 1: Request for Quotation

1. About Suas

Suas is an ambitious, education-focused social change organisation that supports programmes in Ireland, India, Kenya and Zambia. Our work focuses on Global Citizenship education, currently through two main programmes: Our STAND programme and our International Volunteer Programme, which both seek to increase third level students' awareness, understanding and action on a range of global justice issues. We are Irish Aid's strategic partner for third level Global Citizenship Education.

2. Timeline

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| a) Request for quotation (RFQ) published: | 09/07/2021 |
| b) Closing date for receipt of quotation: | 05/09/2021 |
| c) Contract award forecast: | 10/09/2021 |
| d) Start of work: | from 27/09/2021 (upon agreement) |
| e) Work completion: | 31/12/2021 |

3. Consultancy service description

Suas is looking to recruit an experienced consultant or consultant team to **facilitate an evaluation of our Irish Aid funded STAND programme and Global Citizenship aspects of our international Volunteer programme**. The evaluation should assess effectiveness, efficiency, relevance, internal and external coherence, impact and sustainability of the programme and outline lessons learned and gaps with a view to making recommendations for future strategic directions. All details are outlined in below Terms of Reference. We are anticipating an assignment between 20-25 days between September/October 2021 and December 2021 to deliver outcomes as outlined in the Terms of Reference.

4. Format of quotation submission

Tenders should be submitted in confidence to Nina Sachau, Executive Director, nina@suas.ie.

Closing date for submissions is 5th of September. Any tenders received after this time will not be considered. Tenders must include:

- Cover letter** (max. 1 page) indicating availability during the proposed evaluation timeframe.
- Technical proposal** (maximum 2,000 words) highlighting the consultant's understanding of the proposal and its objectives, the proposed methodology/timeline and work-plan.
- Financial proposal** providing detailed cost estimate including daily rates for consultant(s) and VAT.
- Up to date CV(s)** which also include telephone number and email address of consultant(s).

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- e) **Examples of two relevant similar projects**, including references that can be contacted as part of the selection process (following your approval).

5. Award criteria

- a) Bid submission by the deadline includes all documents as outlined in section 4.
- b) Quality of the technical proposal.
- c) Financial proposal reflects value for money.
- d) Quality of previous projects.
- e) CV(s) reflect significant experience in the global citizenship education sector and/or international development/volunteering sector and experience in designing and conducting inclusive, participatory evaluations and organisational assessments.

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Part 2: Terms of Reference

1. About Suas

Suas was established by students from Trinity College in 2002, with much of the initial work having been done by student volunteers. Over the years, Suas grew to third level colleges around Ireland with a number of programme strands, some of them summarized here (but please note that not all of them are relevant to this evaluation):

- **International Volunteer programme:** A non-formal volunteering programme that aims at providing the space for students to engage in experiential learning - deepening their learning and developing their passion and inspiration to take action and continue their life-long learning journey. Since its creation, annually between 60 and 100 student volunteers between the ages of 18-25 worked as teaching assistants at partner schools in India, Kenya and Zambia for 8-10 weeks. The programme has been suspended since the outbreak of the global COVID-19 pandemic, and we are currently looking at future directions for this programme. We are seeking an evaluation of the global citizenship education aspect of this programme.
- **Irish Aid strategic partnership at third level through STAND programme:** Suas is Irish Aid's strategic partner for the Higher Education Sector. The STAND programme engages third level students in the non-formal space on campus in global citizenship, contributing to Output 3.5 of the current Irish Aid Development Education Strategy 2017 - 2023. In 2020 we were working across 13 Irish campuses and continue to record a steady increase in the number of participating students. In addition, our partnership with the Union of Students in Ireland (USI) since 2019 has strengthened our ability to engage student groups outside of the main universities in Ireland and provides further opportunities to engage with smaller and more remote campuses across Ireland. We are seeking an evaluation of this programme. <https://stand.ie/>
- **Suas Ireland/Irish Literacy programme:** Until end of 2020, Suas also facilitated a literacy and numeracy programme which is working exclusively with DEIS schools in Ireland. This successful programme has merged with Camera Ireland in 2020 and is no longer operating under Suas.
- Suas also holds the current contract for the Irish Aid Public Awareness Programme via the Irish Aid Centre and has been the contractor since 2015.

2. STAND programme

STAND celebrates the power of ordinary people to change the world. With STAND, third level students in Ireland can share ideas about standing up for justice and equality, learn more about global issues, and find out what you can do to take positive action. STAND believes in:

- Standing against injustice and inequality in all its forms;
- Standing together with those who are oppressed;
- Standing up for a better, fairer world.

In 2019 approximately 17,000 students took part in Suas activities across 13 campuses. Suas had estimated a further 5% increase in numbers throughout 2020 albeit COVID posed challenges to this. However, during 2020 online network (website + social media) engagement increased by 78%.

Using a stepped engagement approach, STAND engages students on global justice issues in a variety of ways. Activities include:

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- STAND Student Festival across Irish campuses: The STAND Student Festival is run by students, for students, to raise awareness about the burning issues shaping the world around us. With a focus on a different topic each year, the festival brings a creative photo exhibition for learning to campus, along with events such as debates, panel discussions and film screenings.
- STAND News: STAND News, is a student-run news outlet made up of our team of student editors and contributors who address issues of justice, equality and international development. Contributions come from third level students and recent graduates who have a keen interest in global issues and creating positive change.
- Global Issues: STAND Global Issues is a part-time evening course that focuses on the interdependent and unequal world in which we live, through a process of interactive learning, debate, action and reflection.
- Ideas Collective: The Ideas Collective is a collaborative and creative space for third level students to create their own individual or group action project that contributes to making a positive social or environmental change. This can be an event, a website, a product or service, a campaign, a business. Over the course of three weekends (virtually and in person), 30 students join expert trainers to explore how together they can address global injustice and inequality.
- Campaigning/Advocacy: In partnership with the Union of Students in Ireland, STAND hosts annual campaigns focused on topical issues facing society. Through the umbrella 10,000Students campaign, STAND and USI challenge third level students across Ireland to come together and take action for a better world. <https://www.10000students.ie/>

3. International Volunteer Programme

Since 2002 Suas has sent over 1,300 volunteers on placement through its Volunteer Programme. Aims of the programme are:

- **Make a difference**: Have a direct positive impact on the educational outcomes of children in disadvantaged settings in India, Kenya and Zambia.
- **Global Perspective**: Build a cohort of future leaders who are informed and engaged in local and global issues.
- **Personal Development**: Develop volunteers' skills in teamwork, leadership, and cultural understanding.

The programme includes 6 days of pre-departure training, global citizenship workshops during placement and post placement debriefing sessions. Suas has build partnerships with NGOs and schools in India, Kenya and Zambia and develops placements in partnership with these organisations. While the programme is suspended due to COVID-19 restrictions since 2020, we see this as an opportunity to evaluate the programme's impact on global citizenship, the partnerships with the NGOs's/schools and to explore new programme opportunities and potential to strengthen links to the STAND programme. The evaluation should include recommendations on potential ways forward for both a) the partnerships with the NGOs/schools and b) the Volunteer Programme with a view to making strategic decisions on the future of the programme post 2022.

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4. Expected Outcomes of consultancy

We are at an exciting stage in our development. Since the merger of our Irish Education programme with Camara Ireland our work focuses clearly on global citizenship education across third level through two main programmes: Our STAND programme and our International Volunteer Programme.

The overall aim of the evaluation is to contribute to learning about the effectiveness, efficiency, relevance, internal and external coherence, impact and sustainability of this work, highlighting lessons-learned, gaps and outlining opportunities and clear recommendations for future strategic directions.

The desired outcomes at the end of this evaluation are:

- a) **Evaluation:** Using the methodology outlined in section 5 we are looking for an external evaluation of our work in the past 6 years against the criteria of effectiveness, efficiency, relevance, internal and external coherence, impact and sustainability, with a clear focus on identifying lessons learned and gaps to inform recommendations for future strategic directions.
- b) **Recommendations for future strategic directions:** Evaluation should identify lessons learned and identify gaps with a view to developing recommendations for future strategic directions, including how to increase effectiveness, efficiency, relevance, coherence, impact and sustainability, outlining opportunities for strengthening programmes, developing additional programmes and potential partnerships.
- c) We expect written and verbal updates for each of the phases/outcomes and a **high-quality final report** capturing key learnings and clear strategic and programmatic recommendations (as outlined above). This report should be presented to Irish Aid and Suas and include:
 - Executive Summary (1 page)
 - Overview of the context (2 pages)
 - Methodology (1 page)
 - Findings and lessons learnt (12 pages)
 - Conclusions and Recommendations (2 pages)

Suas will provide a Management Response for inclusion into the final report.

5. Methodology

The overall process should be participatory and engage all relevant stakeholders. The consultancy should involve an agreed number of interviews and focus groups with key stakeholders.

A Reference Group, made up of representatives from both Irish Aid and Suas, will provide oversight on the finalisations of the question framework, work-plan and draft reports. Submitted tenders should include a suitable timeline, methodology and budget along the following steps:

- a) **Design of Question Framework** and agreement with Reference Group. Questions will be clearly framed around criteria of effectiveness, efficiency, relevance, internal and external coherence, impact and sustainability.
- b) **Review of documentation**, including (but not limited to):
 - *Previous external evaluations such as a comprehensive evaluation undertaken in 2016*

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(<https://www.suas.ie/wp-content/uploads/2015/07/Suas-Global-Citizenship-Programme-Evaluation-Report-Final-1.pdf>) and an evaluation of the Ideas Collective programme undertaken in 2021.

- **Annual reports and project reports.**
 - **Monitoring data**, quantitative and qualitative.
 - **Good practice self-assessments:** *We are a signatory of the IDEA Code of Good Practice of Development Education and a signatory of the Comhlámh Code of Good Practice for Volunteer Sending Organisations and submit annual self-audits for both.*
- c) **Key informant interviews, surveys and focus group discussions** with relevant stakeholders including staff and board members, partners, programme participants, alumni volunteers and relevant (new) stakeholder organisations and donors (including Irish Aid).
- d) **Workshop to present draft report** to Suas and Irish Aid.
- e) **Finalisation of report** (max 20 pages plus appendices), content as outlined in 5.

6. Confidentiality

All information submitted as part of this tender process will be treated in confidence.

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