



Veteran Support Projects:

Evaluation Tender Specification and Brief

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Contacts:

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Purpose

To identify and commission an external organisation or consultant to carry out the extensive evaluation of our two regional Veteran Support Projects.

Background

The **Combined Cornwall & Plymouth Veteran Support project** is delivered by Cornwall Rural Community Charity in partnership with two other charities across the county of Cornwall and Plymouth. It is funded by the Armed Forces Covenant - Aged Veterans Fund. The project supports anyone born before January 1st 1950 who completed at least one day of service with any of the Armed forces or who completed national service. It can also support their families and their carer. [Website here.](#)

The **Ex-Forces Support North Yorkshire project** is delivered by Community First Yorkshire in partnership with fourteen other charities and organisations across the county of North Yorkshire, similarly funded by the Aged Veterans Fund and supporting the same audience of service users in this region. Like Cornwall, it is a 3-year project from 2017 to 2020. [Website here.](#)

Cornwall Rural Community Charity and Community First Yorkshire, sister organisations under the ACRE umbrella, would like to commission a joint and independent evaluation of the projects to determine the following:

- If the two projects have answered the key Aged Veterans Fund research question: **“Have the proposed outcomes of the projects improved the lives of Aged Veterans and, by extension, their families and carers?”**
- Have the projects achieved their original proposed outcomes?
- Key success factors (what made the difference?)
- Key areas for improvement and lessons (what didn't work as planned?)
- Overall impact on service users and beneficiaries
- Social Return on Investment (SROI) or Cost Benefit Analysis (CBA)
- Recommendations & Development
- Sustainability
- Legacy

Successful Tender

The successful tender should have experience of developing and producing evaluations for projects from the voluntary and public sectors which had funding budgets up to and including £1million.

The successful tender will also ideally have experience of consulting on projects for older or vulnerable people, veterans, and/or on outcomes relating to loneliness and social isolation.

Budget

The budget for the joint evaluation is £8,000 in total; this includes all expenses and VAT (if applicable). Please note that the two projects take place in Cornwall and North Yorkshire, meaning some travel will be unavoidable and this should be reflected in your proposal costs.

We would welcome tenderers setting out the different available options and methods available (and associated costs) to carry out the evaluation within the budget.

Timescales

Both organisations would like the evaluation to commence in March 2018 with a final report due by 1st June 2020.

An annual interim report would additionally be due in 2019, deadline and content negotiable.

Methodology

We suggest that the successful evaluation uses outcomes data collected by the projects (which have aligned their collection tools and methodologies to enable this to happen – namely the Short Warwick-Edinburgh Wellbeing Survey), discussions with staff, delivery providers, service users, families/carers and other stakeholders.

The evaluation should also include examples of at least 5 case studies of service users from each project to demonstrate their impact.

Whilst the methodology set out above is indicative of the approach we wish to take, we would welcome tenderers to set out alternative methods in their proposal and the justifications for these.

Expressions of Interest

Please email a proposal (maximum 6 sides of A4) by **5pm** on **Wednesday 31st January 2018** to Candice.Dowson@communityfirstyorkshire.org.uk which outlines the following:

- How you anticipate the delivery of this evaluation
- Your proposed timescales
- Days of work and costs associated with these
- Risks and how you will mitigate against them
- Background to your organisation and examples of previous and related work; this could be around work with veterans, older people, carers, social isolation, loneliness, financial inclusion etc.
- Brief CVs of proposed consultant(s)
- Examples of the impact your previous evaluations have had
- Roles and responsibilities of your evaluation team

If you would like to discuss the brief further before making a proposal, please contact the named persons in this brief.

About Armed Forces Covenant – Aged Veterans Fund

The Armed Forces Covenant is an agreement between the armed forces community, the nation and the government. It encapsulates the moral obligation to those who serve, have served, their families and the bereaved.

The covenant's twin underlying principles are that members of the armed forces community should face no disadvantage compared to other citizens in the provision of public and commercial services; and that special consideration is appropriate in some cases, especially for those who have given the most such as the injured or the bereaved.

In June 2013, the Chancellor announced that £10 million per annum would be allocated in perpetuity from financial year 2015/16, to ensure the continued achievement of the government's Armed Forces Covenant commitments. The [Covenant Fund](#) is completely new and is not a replacement for any previous grant schemes or funds. Funding priorities are set annually by the Covenant Reference Group.

The fund is run by a standalone grant team drawing on experience from inside and outside of the MOD. More information on the successful organisations is [found here](#).

