

TENDER SPECIFICATION

Call for Tenders

Interim and Final Evaluation Reports:

Equality and Access for Deaf People Project

Monday 10 November 2014

Purpose and context of contract:-

This is an invitation to appropriate organisations and or individual consultants, to design and complete both an interim and final evaluation on a Scottish Government funded project that seeks to improve equality and access for Deaf and Deafblind people in Scotland. It has a particular focus within this on children and young people who use British Sign Language (BSL), Deafblind manual, hands on signing and sign systems, to access their education.

The aim of the interim report is to complete a formative evaluation, highlighting opportunities to improve the outcomes of the project in its final phase, by identifying the strengths, weaknesses, and potential barriers for progression. This would be consistent with a quality assurance approach, where the processes for the project are reviewed to ensure they are robust and informative of the final outcomes.

The aim of the final evaluation would be summative, reviewing against the outcomes set for the project, highlighting the potential areas where potential impact may be measured at a later date.

The Equality and Access for Deaf People Project

In November 2013, the Equality and Access for Deaf People Project was established by the British Sign Language & Linguistics Access Working Group (BSL&LAWG Consortium). This is a consortium of organisations from across the Deaf sector, who, working together, secured funding from The Scottish Government Equality Unit to advance equality and access for deaf people. The project is hosted by the Scottish Council on Deafness (SCoD), as the employer, on behalf of the British Sign Language & Linguistic Access Working Group (BSL&LAWG) Consortium. The project employs 3 project officers; 1 x full time, 2 x part time, for a 2 year period. The project is now nearing the one year milestone.

This project is focused on those Deaf and Deafblind people who use British Sign Language (BSL) and sign systems i.e. Deafblind manual, etc. An essential element of the project is to support a broader understanding within the hearing majority, that this is a linguistic access issue. The project is underpinned by the social model of disability.

The project outcomes

The project has four broad outcomes to achieve over the two year funding period:

1. Produce a “Statement of Intent” and use this as a starting point to seek consensus and adoption of this by public authorities on priorities for improvement and a commitment to change.
2. The consortium will proactively and continuously engage with public authorities at a strategic level to seek improved equality of opportunity for Deaf and Deafblind people, their families and their communities.
3. The participation and contribution of Deaf and Deafblind people at a local and national level will increase. Policy development and local service delivery will have improved by means of positive engagement and consideration of sustainable solutions.
4. Through an established method of evaluation, monitoring and reporting – demonstrate and evidence the positive improvements that have been achieved throughout the funding period. Make recommendations for continued improvement across the public and third sector.

The project does have key milestones and targets to meet in relation to achieving the above outcomes. These are related to the current relevant policy context and the legal framework for equality.

The project has in its first year, been engaging across a broad spectrum of contacts, including local authorities, health boards, academia, other third sector organisations and individuals with specific knowledge and specialisms.

Criteria for tendering:

Essential:

1. Applicants should have experience of designing and completing evaluations and reports of small projects, in line with the expectations of government funders.
2. Applicants should have a working knowledge of Human Rights and equality legislation and associated policies, relevant within this context.
3. Applicants should have experience of working with public bodies.
4. An excellent working knowledge of the English language.

Preferable:

1. An awareness of British Sign Language (BSL) and the needs of BSL users.
2. An awareness of the needs for people who are Deaf.
3. An awareness of the needs for people who are Deafblind.
4. Knowledge and understanding of local authorities' improvement planning processes.
5. Knowledge of the toolkit called Learning Evaluation and Planning (LEAP).

Tender submission:

Tenders to be submitted electronically to Derek Todd, Project Officer:
derek@scod.org.uk by **12.00pm on Monday 1 December 2014**. Late submissions will not be accepted.

Your tender should include the following:

1. Relevant details of current projects, highlighting availability.
2. Current CV of the consultant(s)
3. 2 references with full contact details that can be taken up as part of the commissioning process
4. Relevant examples of evaluation work completed to date
5. Outline of your costs
6. Short risk assessment

All applicants will receive acknowledgment of receipt of their tender.

Price:

There is a budget of £ 10,000.00 (ten thousand pounds) for the completion of this work. (Inclusive of V.A.T.)

Confidentiality:

The successful applicant will not, at any time before, during or after contract, disclose any information relating to the project. The report and its contents is the property of the Project and shall not be copied or disseminated in any way without full permission from the Project.

Conflict of Interest:

The successful applicant will be required to sign a declaration certifying that there is no conflict of interest. Should a conflict of interest emerge during the contracted period, then they will be required to declare it to the Project with immediate effect.