



# Invite to tender

## Evaluation of LINK's Nature for All project

### 1. Introduction

LINK is the forum for Scotland's voluntary sector environmental organisations – with over 40 members collectively representing around half a million people. It has three strategic objectives:

- Advocating for a sustainable Scotland
- Being a strong voice for Scotland's citizen-led, environment community
- Operating as an effective, efficient, and accountable network

In 2021, LINK conducted a member survey to find out where LINK members were in terms of improving equality, diversity, and inclusion. The results from this survey were shared amongst our members and formed the basis of a funding application to the National Heritage Lottery Fund for the Nature for All project. With the success of the funding bid, this survey now serves as a baseline from which to measure our progress along the equality, diversity, and inclusion journey.

Nature for All aims to build inclusion and diversity in Scotland's environment sector, working with LINK member organisations to provide them with the confidence, skills, and knowledge to increase diversity and provide equal opportunities to those who want to be part of Scotland's voice for the environment. The Nature for All project supports members to implement diversity and inclusion excellence as core values in their own organisations so that the LINK network demonstrates our commitment to equal employment opportunity and positive action.

Scottish Environment LINK ('LINK') is commissioning project evaluation for this 3-year project to measure and demonstrate success and learning from the project design and roll out. This will be a continuous evaluation designed to improve the project and to offer lessons learnt for LINK and our members. It will evaluate the success of delivery and identify the challenges and solutions we meet in improving equality, diversity, and inclusion practices in the environmental sector in Scotland.

### 2. Task

**Project evaluation:** complete a project evaluation, including analysis of performance against stated aims, financial analysis, stakeholder analysis, added value and sustainability, best practice and learning points

We will be able to provide copies of relevant documentation, in confidence to the successful tender, including:

- NLHF application
- Record of events & activities 2022 - 2025
- Interim progress reports to NLHF plus attachments
- Photographic record of selected events
- Samples of event records
- Feedback from training workshops & email feedback from events
- Contact details of selected members and participants



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### 3. Deliverables

By 28<sup>th</sup> of August 2023: One interim progress report, assessing project delivery to September 2023. This should include event participant feedback for events and member feedback on resources and project deliverables. Success and challenges should be identified and, where possible, lessons for next steps.

By 14<sup>th</sup> of July 2025: At the end of the project, an evaluation report covering the entire project should be submitted to LINK, in draft form. This report will be agreed with LINK's EDI Officer and LINK's CO. The final evaluation report will form part of the project outputs back to the funder, NLHF.

### 4. Timings

- Deadline for tenders 23<sup>rd</sup> of February 2023
- Consultant engaged by 1<sup>st</sup> of March
- Initial meeting by 6<sup>th</sup> – 8<sup>th</sup> of March
- Interim report structure agreed by 5<sup>th</sup> of June 2023
- Interim report submitted to LINK by 28<sup>th</sup> of August 2023
- Interim report submitted to LINK by 26<sup>th</sup> of August 2024
- Proposed outline of report to LINK by 2<sup>nd</sup> of June 2025
- Draft final evaluation report to LINK by 14<sup>th</sup> of July 2025
- Final report by 25<sup>th</sup> of August 2025

### 5. Initial meeting

Consultants are asked to be available for an initial client meeting 6<sup>th</sup> – 8<sup>th</sup> of March to discuss details. This meeting will be online.

### 6. Assistance available to the consultant

The main contact for this work is Leigh Abbott, LINK's EDI Officer who leads on delivery of the Nature for All project. In addition, the consultant will have access to LINK's EDI Steering Group who advise and support delivery of the project.

### 7. Fees available

The contract to be let is for a maximum of £4,500, including VAT. We estimate this work will require 2 days per annum.

### 8. Quotes

Please let us know if you intend to submit a quote.

Please submit quotes for this contract Leigh Abbott, EDI Officer, by email at [leigh@scotlink.org](mailto:leigh@scotlink.org) to be received no later than **1700 on 23<sup>rd</sup> of February**.

If you would like to discuss this project, please contact Leigh by email or by mobile: 07835253303.

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**Scottish Environment LINK** the voice for Scotland's environment



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