Safeguarding evaluation
Terms of Reference

Context

From 2018, safeguarding has been under considerable scrutiny following heightened media attention on the international development sector and abuses that had taken place in development and humanitarian work. It was recognised that many organisations needed support in developing policies that would strive to go beyond compliance, and towards a gold standard of safeguarding. Therefore, the Scottish Government, in collaboration with Scotland's International Development Alliance (the Alliance), set out to ensure that organisations in Scotland which are working overseas are supported in their development and implementation of safeguarding policies and procedures.

In 2018, the Scottish Government provided funding to the Alliance to ascertain the needs of organisations and to develop a range of support to organisations to improve their capacity and standards and to transform the standards of safeguarding in the sector.

In order to build on the initial work, it was recognised further work was needed to embed improvements and a dedicated project was developed with the support of Scottish Government funding and implemented by the Alliance from October 2019 to May 2021. The project has the overall objective **to transform the capacity and standards of safeguarding across the sector, with the following specific aims**:

1. To strengthen capacity in safeguarding, particularly in leadership of organisations
2. To develop the capacity of safeguarding training and expertise in Scotland
3. To ensure that resources and tools are available and appropriate for Scotland based organisations working in international development.

As it nears completion, the Alliance would now like to evaluate the project.

Aim

Evaluation of the discrete 18-month Safeguarding Project which ran between October 2019-May 2021, whether it met the intended project outputs and delivered them in the changed context of remote working.

Evaluation questions

- Whether the project met its outputs and delivered what it aimed to
- Drawing on the OECD DAC evaluation questions, focusing on the questions about effectiveness, sustainability and impact

Timeline

- Submissions of proposal - May 28 2021
- Contracting and references - w/b 31 May 2021
- Induction meetings and work package review - w/b 7 June 2021
- Project commencing, starting with desk review and then proceeding to the stakeholder interviews - w/b 7 June 2021
- Draft report submitted- w/b 28 June 2021
- Presentation of findings- w/b 28 June 2021
- Project completion- 30 June 2021

Modality

- Light touch desk review of the project documents and monitoring documents
- Key stakeholder interviews via telephone or Skype/Zoom/Teams (circa 10?)

Outputs

- Executive summary and report (circa 30 pages with annexes)
- Slide deck (for the project donor and external use) and a presentation of the findings to the project team

Budget

Daily rate £250-£350 including VAT, total budget of £2,700-3,000

Key contact

Philippa Ramsden, Effectiveness and Learning Manager philippa@intdevalliance.scot

How to submit a proposal

Please submit the following by 5 pm on 28 May 2021 to admin@intdevalliance.scot with **Safeguarding Project Evaluation** in the title of the email. The email should include:

- CVs for consultant (s) involved
- A budget and suggested timeline
- An experience table detailing experience of evaluation projects, highlighting experience in international development and humanitarian projects, and safeguarding work.
- 2 referees (References will be taken for the chosen consultant)

Eligibility and assumptions:

- Members of Scotland's International Development Alliance are not eligible to apply
- Individuals who have used or delivered any of the Alliance's safeguarding services would not be eligible to apply
- The consultant ideally has access to the IT required for the project e.g. emails, laptop, or a telephone, but a Zoom or Teams account can be provided upon request for stakeholder interviews
- No travel or in-person meetings are expected for this consultancy
- No expenses beyond the agreed budget are expected
- Commitment to equal opportunities, and reflective approach to diversity and inclusion expected