



please email in the first instance to arrange a phone appointment to:

darren@restorationtrust.org.uk

EVALUATION CONSULTANCY BRIEF

<i>Task:</i>	<i>Project Evaluation Consultant</i>
<i>Contract:</i>	<i>at least 15 days</i>
<i>Reports to:</i>	<i>Project Manager and the Steering Group</i>
<i>Timescale:</i>	<i>February 2025 – February 2026</i>
<i>Fee:</i>	<i>£7,500 + VAT and agreed expenses</i>

Commission

The Restoration Trust wishes to commission an Evaluation Consultant to evaluate the project in terms of the outputs and outcomes identified in our bid to The National Lottery Heritage Fund, including its investment principles. We are looking for an Evaluation Consultant who has a particular interest in the field of cross-sectoral initiatives in culture, health and wellbeing, and has experience of evaluating Heritage Fund projects.

The Restoration Trust

The Restoration Trust (RT) www.restorationtrust.org.uk is a charity which enables the heritage sector to engage with people who live with mental health challenges and are under-served by heritage. The RT is at a crossroads as its founder Director Laura Drysdale has retired, having spent ten years establishing this innovative charity. Through funding from the NHLF we are appointing consultants to undertake a strategic review and forward plan to steer us through the next ten years. We wish to evaluate this strategic project.

The role of the Evaluation Consultant

The Evaluation Consultant will be commissioned to review delivery of the project in terms of achieving the outputs and outcomes described in our application to the Heritage Fund. Evaluation will be: beneficial; robust; people-centred; connected (Centre for Cultural Value 2021).

The evaluation will have two main areas on which to focus:

1. NHLF's investment principles namely:



- saving heritage
- protecting the environment
- inclusion, access and participation
- organisational sustainability

2. Whether it achieves its intended outcome: a forward strategy and action plan for the Restoration Trust.

The evaluation will also consider the processes used to achieve the above: is it actively inclusive? Does it cover all aspects of the heritage ecosystem linked to mental health well-being, ensuring that the forward strategy is robust?

We envisage that the consultant will design a Theory of Change model and work plan for the evaluation, to be agreed with the Project Steering Group. The consultant's involvement will be periodic throughout the whole Strategic Review and culminate in a final report. As well as reporting against the two main issues identified above it will highlight what has worked well in the process and what has been less successful, which may inform future reviews of this nature funded by NHLF.

Reporting

We require a short report after two months (showing the Theory of Change model, work plan and progress to date) followed by a second update at nine months with a final report one month after the project has concluded.

Additional information

- Invoices to be issued after each of the three reports detailed above has been submitted on a staged payment basis of 30%, 30% and 40%. Payment terms will be 30 days from receipt of invoice.
- The contract will take place at the consultant's own base. Support in terms of key contacts/calendar dates will be provided by the Project Manager.

What you need to submit to us



Please send us a two page CV, a work plan for the evaluation plus two examples of similar work and two references by.....(date)

Further information

If you would like to discuss this brief in more detail with our Project Manager before submitting your tender, please email in the first instance to arrange a phone appointment to:

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