

Invitation to tender: evaluation of public engagement activity on climate action in advance of COP26

About the Calouste Gulbenkian Foundation

The UK Branch of the Calouste Gulbenkian Foundation is part of an international charitable organisation headquartered in Lisbon, Portugal with interests that span charity, education, science and the arts. We look ahead, thinking globally and acting locally, to create the conditions for change by connecting across borders of all kinds – national, cultural, organisational, disciplinary and social. We currently have two established strands of work focusing on Valuing the Ocean and the Civic Role of Arts Organisations, and we recently began the first phase of a new strand which seeks to promote Citizen Engagement on Climate. This will focus on demonstrating what effective public engagement on climate looks like and creating the conditions for its scaling.

Context

Our Citizen Engagement on Climate programme seeks to build and evidence the public mandate to tackle climate change. We have a focus on public engagement because we understand that this is how the sector can ensure local and national governments fulfil their responsibility to achieve carbon neutrality. Involving communities in climate action is also essential to achieve the individual behaviour change that we need to tackle climate change. We expect that this programme of work will run until 2026, with a Phase 1 to run August 2020-January 2022. For more information on our Citizen Engagement on Climate programme, see our website: <https://gulbenkian.pt/uk-branch/our-work/citizen-engagement-on-climate/>.

In Phase 1, two of our key aims are:

- To collect and build the evidence base for this work, both documenting what works in public engagement on climate action, and helping to articulate the case for the value of public engagement; and
- To build the capacity of organisations who support public engagement in local communities, and/or tailoring communications to engage disengaged communities: this will involve a focus on supporting evaluation and collaboration to share and develop learning.

The climate COP26 in Glasgow in October presents an opportunity for us to support climate campaigners, as the event will stimulate a mass of public engagement work throughout the UK and elsewhere. Moreover after COP26 there will be an important moment, as well as hopefully appetite, to understand what worked at/around the COP, and what we can learn from. Consequently we want to support the work of the sector that is done in advance of the COP by providing capacity for evaluation and collaboration.

The commission

We seek to commission an individual or organisation to undertake an evaluation project involving identifying and working with a small community of practitioners who are undertaking public engagement work in advance of COP26. The commissioned evaluator will work with this group to co-design an evaluation framework, and test it by supporting the community of practitioners to collect data at and around the COP in November 2021.

The evaluator should then analyse the data collected by partners to identify and comment on characteristics of citizen engagement on climate work make it effective, e.g. model, target audiences, contextual conditions that contribute to success.

We welcome suggestions from candidates on the process that this project might take. We have outlined our suggested process below:

Part 1: project set up (March - May 2021)

- Establishing a community of 6-10 partners who are planning or undertaking public engagement work around COP26
- Co-designing an evaluation framework and process



Part 2: data collection (June - November 2021)

- The evaluator will support the evaluation partners to collect data according to the co-designed framework
- The evaluator will facilitate 1-2 community meetings to troubleshoot and discuss emerging themes



Part 3: data analysis and presentation of results (November- January 2021)

- The evaluator will deliver one evaluation report with executive summary that presents the results from the data collected and draws out the relevant themes/lessons for taking forward

Please note that for the community of partners we have begun conversations with a few organisations that we are keen to work with, however we welcome suggestions from the evaluator too. That partners' participation time will be funded separately by CGF.

The process – including timetable and costs

Timetable and costs

Final report to be received by 10 January 2022. Please include a detailed budget with your proposal, including costs, expenses and VAT.

Commissioning process

If you would like to undertake this commission, please respond by email with a full proposal and costings **by 6pm on 8 March 2021**.

Shortlisted candidates will be notified on 11 March and **interviews** will be held in the week commencing 15 March.

Proposals should include or demonstrate:

Full details of the proposer: This should include a CV with email addresses, telephone numbers and postal address, and references to relevant previous work.

Your approach: Detail on how you would approach this project, your expertise on the subject and your unique offer.

Your experience: Detail on your knowledge of the subject area (public engagement and climate action) and previous experience working on collaborative evaluation projects.

Timetable: Please provide an outline schedule setting out the elements of the work to be undertaken in this study, the personnel involved and the fee per day.

Costs: Detail the full costs for the approach you propose inclusive of VAT.

References: Please also provide us with one or two examples of reports or summaries of previous relevant projects you have undertaken and the names and contact details of two referees willing to attest to the quality of your work.

The criteria for assessing proposals will be:

- The strength of the proposed approach (appropriateness, practicality);
- Experience delivering collaborative evaluation processes;
- Experience working with practitioners to support their collection of evaluation data;
- Understanding of the subject area;
- The value for money provided by the proposal.

Please contact Jessica Loring at jloring@gulbenkian.org.uk for further information.