



Invitation to Quote (ITQ)

Independent Monitoring, Evaluation, Accountability and Learning (MEAL) Support

Commissioning organisation: Repair & Share Foyle CIC

Contract value: Up to £8,000 inclusive of VAT and expenses

Anticipated start: As soon as possible / Summer 2026

Preferred completion: Initial insights by Autumn 2026, with final completion by end of 2026 / early 2027 preferred

Proposal deadline: Jan 2027

Contact for submissions: Caroline McGuinness, caroline@repairsharefoyle.org

Why This Matters

Repair, reuse and sharing are increasingly recognised as important community-led responses to waste, climate change, affordability pressures and resource consumption. Yet despite growing interest in circular economy approaches, there remains limited evidence demonstrating the wider social, environmental and community value of grassroots repair and reuse activity in practice.

Repair & Share Foyle believes community-led repair and sharing initiatives can play a meaningful role in reducing waste, building resilience, tackling digital exclusion, strengthening practical skills and creating stronger, more resourceful communities. Through this commission, we want to better understand and communicate the difference this work is making, while strengthening the systems that help us learn, improve and grow sustainably.

About Repair & Share Foyle

Repair & Share Foyle CIC is a community-rooted social enterprise based in Derry/Londonderry. We work to tackle waste, strengthen communities and promote practical circular economy solutions through repairing and sharing initiatives.

Our mission is to support people and communities to keep items in use for longer, build confidence and practical skills, reduce waste, and create more sustainable approaches to everyday consumption. Our work is grounded in community participation, volunteer-led action, social inclusion and environmental responsibility.

Repair & Share Foyle delivers a range of practical repair, reuse and sharing activities, including:

- **Tech Connect** – collecting, securely processing, refurbishing and redistributing laptops and digital devices to reduce e-waste and support digital inclusion;
- **Fixing Factory** – providing booked repair support for small household electrical items, helping people extend the life of items that may otherwise be discarded;
- **Legenderry Colours / RePaint** – rescuing, quality checking, reusing and developing the remanufacture of leftover paint;
- **Community workshops and engagement activity** – supporting practical learning, behaviour change and circular economy awareness.

Alongside this, Repair & Share Foyle also delivers wider repair and reuse activity including a monthly **Repair Café** and a **Library of Things** membership scheme. While these are not directly funded through the National Lottery Community Fund grant, they form part of RSF's wider interconnected model and may be considered where relevant to understanding organisational learning, volunteer pathways, community engagement and behaviour change.

Background & Context

Repair & Share Foyle is currently delivering a two-year National Lottery Community Fund – 'People and Communities' grant running from **April 2025 to April 2027**. The grant supports the development and delivery of core repair, reuse and circular economy activity, with a focus on strengthening practical community-led responses to waste, resourcefulness, affordability and environmental stewardship.

As part of this programme, Repair & Share Foyle is seeking to appoint an independent evaluator to help us understand, strengthen and evidence the impact of our work.

We are seeking support that is practical, proportionate and rooted in the realities of a small but growing community-led organisation. We are not looking for an overly academic or extractive evaluation process. We want this commission to feel collaborative, useful and proportionate to the realities of a growing grassroots organisation. We want an evaluator who can work collaboratively with us to make sense of what we already collect, strengthen our systems, identify what is missing, and help us communicate the difference our work is making.

Repair & Share Foyle has recently developed a Theory of Change. This commission should support us to align evaluation activity with that Theory of Change, test and refine our assumptions, and strengthen our ability to evidence change over time.

The work will also support our accountability to funders, partners, volunteers, participants and the wider community, while helping us build a stronger evidence base for future sustainability, investment and strategic development.

Purpose & Objective

The purpose of this commission is to provide independent evaluation and MEAL support that helps Repair & Share Foyle to:

- understand, evidence and communicate the impact of National Lottery funded activity;
- review and strengthen our current monitoring, evaluation, accountability and learning systems;
- align evaluation practice with our Theory of Change;
- capture environmental, social and organisational impact;
- gather meaningful evidence from participants, volunteers, staff, partners and stakeholders;
- identify what is working well, what could be improved and what learning should shape future delivery;
- produce clear internal and external reporting outputs; and
- leave behind practical tools and templates that support ongoing annual impact reporting.

We are particularly interested in understanding not only **what** impact has been achieved, but **how and why change happens** through community-led repair, reuse and sharing activity.

Scope of Work

The main focus of the evaluation should be the activity supported through the National Lottery Community Fund grant. This includes:

- Tech Connect;
- Fixing Factory;
- Legenderry Colours / RePaint;

- community workshops and engagement activity linked to repair, reuse and circular economy outcomes;
- volunteer, participant and stakeholder experiences connected to these areas of work;
- organisational learning and development linked to the funded programme.

Repair Café and Library of Things activity may be considered where relevant to understanding the wider RSF model, particularly in relation to volunteer journeys, community participation, behaviour change and the interconnected nature of repair, reuse and sharing activity.

We anticipate the work being delivered through four linked strands.

Strand One: Review of Existing Monitoring, Evaluation and Learning Practice

Repair & Share Foyle already gathers a range of quantitative and qualitative information across our projects. However, our systems have developed organically as the organisation has grown, and we would benefit from an external review of what we currently collect and how it is used.

The evaluator will be expected to review existing monitoring and evaluation activity, which may include:

- Fixometer data and repair impact information;
- project-level records and service data;
- participant and volunteer feedback;
- surveys, registration forms and feedback forms;
- workshop and event evaluation;
- Tech Connect and device refurbishment/redistribution data;
- paint reuse and remanufacture records;
- booking and participation data;
- Library of Things and Repair Café data where relevant;
- case studies, stories of change and social media evidence;
- internal reflections, reporting and grant monitoring information.

This review should identify:

- what is already working well;
- what information is useful and meaningful;
- where there are gaps or duplication;
- what could be simplified or improved;
- how monitoring can better reflect RSF's Theory of Change;

- what information should be prioritised going forward.

Strand Two: Strengthening RSF's MEAL Framework

The evaluator will support Repair & Share Foyle to strengthen its Monitoring, Evaluation, Accountability and Learning approach.

This should include the development of a practical and proportionate MEAL framework that is realistic for a small, community-led, volunteer-supported organisation.

This may include:

- refining key evaluation questions;
- identifying priority outcomes and indicators;
- aligning indicators with RSF's Theory of Change;
- improving existing surveys and feedback tools;
- recommending simple approaches to collecting consistent data across projects;
- supporting stronger feedback loops so learning informs practice;
- suggesting an annual impact reporting cycle;
- advising on how RSF can capture both quantitative evidence and qualitative stories of change.

The framework should be usable beyond this commission and should support future annual reporting, funding applications and strategic planning.

Strand Three: Independent Impact Evaluation

The evaluator will carry out an independent assessment of the impact of RSF's National Lottery funded activity.

We are interested in evidence and learning across the following areas:

Environmental impact

- waste prevention and diversion;
- repair and reuse outcomes;
- carbon savings and environmental impact data;
- contribution to circular economy practice;
- changes in attitudes or behaviours around consumption, repair and reuse.

Social and community impact

- affordability and cost-of-living relevance;

- skills, confidence and resourcefulness;
- community connection and participation;
- digital inclusion outcomes through Tech Connect;
- access to practical repair and reuse services;
- participant and volunteer experiences.

Organisational and governance learning

- development of RSF's delivery model;
- effectiveness of systems and processes;
- learning from staff, volunteers and partners;
- strengths and challenges in scaling community-led repair and reuse activity;
- recommendations for future development.

Volunteer and stakeholder outcomes

- volunteer motivation, learning and retention;
- pathways between different RSF activities;
- partner and stakeholder perceptions;
- unintended outcomes or emerging opportunities.

We welcome mixed-method approaches that combine analysis of existing data with additional qualitative evidence such as interviews, focus groups, short surveys, case studies or stakeholder conversations.

Strand Four: Reporting and Legacy Outputs

The commission should result in outputs that are useful internally and externally.

A. Internal Learning Report

A practical internal report for staff, directors and key stakeholders, including:

- key findings;
- honest reflections on strengths and challenges;
- learning against the Theory of Change;
- recommendations for improving monitoring and evaluation practice;
- recommendations for future delivery and organisational development;
- suggested priorities for future evidence gathering.

B. External Impact Report

An accessible external-facing impact report suitable for funders, partners, stakeholders and public communication.

This should clearly communicate the impact of RSF's work, including environmental, social and organisational outcomes. It should be written in plain English and be suitable for use in funding conversations, partnership development and wider communications.

We are open to discussing whether the evaluator produces a fully designed report or provides the written content, structure and key findings for RSF to design internally or with a separate designer.

C. MEAL Framework and Legacy Toolkit

The evaluator should leave RSF with practical tools that can be used beyond the commission, such as:

- an evaluation framework linked to the Theory of Change;
- recommended indicators;
- revised survey or feedback templates;
- suggested interview or case study questions;
- an annual impact reporting template;
- a simple data collection and reporting cycle.

The aim is to reduce future dependency on external evaluation support and strengthen RSF's own capacity to monitor, evaluate, learn and communicate impact.

Budget

The total available budget for this commission is **up to £8,000 inclusive of VAT and expenses**.

We anticipate this commission representing approximately **20–27 days of consultancy support**, depending on the proposed approach, VAT status, expenses and final agreed scope. While we have a broad understanding of typical independent evaluator rates, we are open to proposals that demonstrate strong value, appropriate expertise and a proportionate methodology within the available budget.

We welcome proposals that demonstrate value for money and a realistic, proportionate methodology. We are open to proposals from individual consultants, small teams or partnerships/consortia where complementary skills are required.

Timeline

We are seeking to appoint an evaluator as soon as possible, with work expected to commence in Summer 2026.

We recognise that meaningful evaluation takes time and want to strike a balance between generating early learning and allowing space for robust evidence gathering.

Repair & Share Foyle would particularly value early insights and emerging findings by Autumn 2026 to help inform strategic planning and future funding opportunities.

However, we are open to proposals that take a phased approach, with the main body of work continuing through late 2026 and final completion by the end of 2026 or early 2027 where appropriate.

Applicants are encouraged to propose a realistic and proportionate timeline that balances:

- early actionable learning;
- meaningful stakeholder engagement;
- robust evidence gathering;
- time for reflection, analysis and quality reporting.

Indicative phasing may include:

Phase	Focus	Indicative timing
Phase 1	Set-up, document review and discovery	Summer 2026
Phase 2	MEAL framework development and tool review	Summer/early autumn 2026
Phase 3	Stakeholder engagement and impact evidence gathering	Autumn 2026
Phase 4	Analysis, reporting and recommendations	Autumn 2026
Phase 5	Final outputs and handover	End of 2026 / early 2027

Skills and Experience Sought

We are particularly interested in evaluators with experience in one or more of the following areas:

Desirable but not essential:

- circular economy, repair or right to repair movements;
- environmental and social impact measurement;
- behaviour change relating to sustainability or consumption;
- community-led environmental initiatives;
- experience using or interpreting tools such as Fixometer or similar impact systems.

We are particularly interested in evaluators with experience in one or more of the following areas:

- community development;
- social enterprise;
- circular economy, repair, reuse or environmental sustainability;
- behaviour change;
- digital inclusion;
- volunteering and community participation;
- Theory of Change development and testing;
- Monitoring, Evaluation, Accountability and Learning frameworks;
- mixed-method evaluation;
- participatory and community-rooted evaluation approaches;
- producing accessible reports for funders, partners and wider audiences.

We are looking for someone who can bring rigour and independence while also understanding the realities of grassroots, community-led work. The successful evaluator should be able to work collaboratively, communicate clearly, avoid unnecessary jargon and develop approaches that are practical for staff and volunteers to maintain.

Proposal Requirements

Interested evaluators are invited to submit a short proposal of no more than **4 pages**, excluding CVs, examples of work or appendices.

Proposals should include:

1. **Understanding of the brief**

A short summary of how you understand the purpose and context of the commission.

2. **Proposed approach and methodology**

How you would deliver the work, including proposed methods for reviewing existing evidence, engaging stakeholders and developing outputs.

3. **Timeline**

A proposed workplan showing how the commission could be completed by the preferred November 2026 timeframe.

4. **Relevant experience**

Examples of similar work, particularly with community organisations, social enterprises, environmental projects or funder-facing evaluation.

5. **Team / personnel**

Details of who would deliver the work and their relevant skills and experience.

6. **Budget breakdown**

A clear fee proposal showing day rate, number of days, VAT position, expenses and any assumptions.

7. **Examples or references**

Links to or examples of previous evaluation/impact reports, and/or references if available.

Assessment Criteria

Proposals will be assessed using the following criteria:

Criteria	Weighting
Understanding of the brief and RSF's context	25%
Relevant experience and skills	25%
Quality, practicality and proportionality of proposed methodology	25%
Values fit and understanding of community-led work	15%
Cost and value for money	10%
Total	100%

Repair & Share Foyle may invite shortlisted applicants to an informal conversation before making a final decision.

Submission Process

Please submit proposals by email to:

Caroline@repairsharefoyle.org

Subject line: **Independent Evaluation & MEAL Support Proposal**

Deadline for proposals: **Tuesday 30th June midday**

For informal enquiries, please contact:

Caroline@Repairsharefoyle.org

Additional Notes

This is intended to be a light-touch Invitation to Quote process proportionate to the value and nature of the commission. Repair & Share Foyle is not required to run a formal tender process for this level of spend, but is seeking to ensure transparency, value for money and good governance in appointing an evaluator.

The selected evaluator will be expected to comply with relevant data protection requirements and to work in a way that is ethical, inclusive and respectful of participants, volunteers, staff and community members.

Repair & Share Foyle welcomes proposals from independent evaluators, small consultancies, partnerships or consortia. We are open to creative and practical approaches that help us build our evidence base, strengthen our learning culture and communicate the impact of community-led repair, reuse and sharing activity.