



CALL FOR TENDERS: IMPACT EVALUATION 2024

3 February 2025

CLASS are seeking expressions of interest to carry out an independent impact evaluation of CLASS and Community Savers work throughout the 2024 calendar year.

If you are the right consultant/team for this opportunity, please submit a 2-3 page Expression of Interest (Eoi) setting out how you/your team's skills and experience are appropriate for our requirements together with a CV for any individuals who would be working with us on the impact evaluation.

Please include the number of days you would be able to invest in person and online within our budget. There is further information on what to include in your Eoi and our criteria for selection on pages 3-4.

Budget: £5,000

Deadline for Eois: Friday 21st February

Submit your Eoi to: gemma.harwood@class-uk.com

Further information

CLASS is a registered CIO that exists to support a network of women-led, place-based, community associations taking action on poverty and inequality. The building blocks of our approach are women-led weekly savings clubs. These build trust and community and over time bring projects and groups together for a stronger voice on local issues.

Please visit www.communitysavers.net for more information. You may find the 'news' and 'class' pages particularly helpful in understanding our work and how CLASS and Community Savers fit together as an alliance.

Specification

Our 2024 impact evaluation will be co-designed and co-delivered with the CLASS staff team, the Community Savers leadership, and the Evaluation team that we contract to work with us.

We have carried out our own annual impact evaluation since 2022 and we hope to use some of our existing approaches and tools while being open to new ideas for achieving a rich and constructive picture of what is happening across the network and our most recent outcomes and impacts.

We measure our impact against our co-created [Theory of Change](#). Methods and tools have previously included:

- Impact questionnaires and equality monitoring surveys with members of affiliated savings groups at weekly savings collections [*administered by leaders of the groups together with CLASS Staff*]
- Semi-structured interviews with a sample of Community Savers leaders (committee members of affiliated community associations) [*CLASS Director*]
- A partner survey [*Google form*]
- Financial analysis of savings groups records across all affiliated savings groups. [*CLASS Operations Manager*]
- Documentary review of newsletters, reports to funders, blog posts, strategy day and retreat reports, and other minutes and publications from throughout the year as necessary. [*CLASS Director*]

This year we would like to add:

- An equality monitoring survey of the CLASS staff team and board
- An equality monitoring survey of all committee members of affiliated groups
- A semi-structured interview with the CLASS Director (with the dual purpose of deepening the evaluation team's understanding of our work)
- Paired interviews with CLASS staff members

- A small number of semi-structured interviews with representatives of partner organisations including those engaged in [Social Homes for Manchester](#) and the [Manchester Social Housing Commission](#).

Leaders and members of staff can work with the evaluation team to administer aspects of the data gathering process where appropriate/ necessary e.g. savers may be more willing to speak to people they know.

Milestones and estimated hours

1. Scoping meeting with CLASS Director and Fundraising Lead [90 mins]
2. Co-creation workshop (2hrs) with CLASS staff & Community Savers leadership agreeing division of labour and co-design of tools [1 day]
3. Data gathering [4 days]
4. Data analysis and write up [4 days]
5. Verification of findings with CLASS team and Community Savers leadership [1/2 day]
6. Final report and dissemination [1 day]

Division of labour and timeline

Milestone	Responsible parties	Completed by
Scoping meeting	CLASS Director/ Contracted Team	28 Feb 2025
Co-design workshop	All	14 March 2025
Data gathering	All	25 April 2025
Analysis/Write up (first draft)	Contracted Team/ CLASS Director	9th May
Presentation/verification of findings	All	16 May
Final report agreed and sent to designer	Contracted Team/ CLASS Director	30 May
Report launched	CLASS Director/Team	6 June

What to include in your Expression of Interest

You should include the following in your submission:

- Details of your approach and methodology to the project
- Details of experience of developing and delivering similar projects
- Details of key staff involved in delivery and ability to mobilise in line with our milestones
- Breakdown of costs for the work

Assessment/selection

In addition to the deliverables, we will also be evaluating against the following criteria:

- Understanding of the aims of CLASS / Community Savers and the aims of the evaluation
- Innovation and creativity
- A commitment to equal opportunities, ethical practice and your own social responsibility agenda
- Value for money
- Located in or near to Community Savers activity, as part of our commitment to supporting local economies