

# **Refugee Women Digital Empowerment and Connect**

## **Evaluation Invitation to Tender**

19 January 2021

## **Introduction**

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The Digital empowerment and connect project is being funded by the Home Office to improve COVID-19 recovery and longer-term integration outcomes for refugee women (who have come via the asylum route, the resettlement route and the family reunion route). The project will be led by the British Red Cross working with allies across the refugee sector.

The project will spearhead digital empowerment through provision of devices, data, guidance and technical support directly to 300 refugee women across the UK. The technical support is delivered by two dedicated IT Officers.

The women will also access tailored resilience building and training through online groupwork sessions delivered to a range of Red Cross and allied refugee women's groups. This will include creating or adapting for digital delivery five 'Know your Rights' and wellbeing modules, to be delivered as interactive Zoom sessions for UK women's groups with interpreting support (subjects will include resilience building and coping, Covid-recovery – access, Domestic Violence and SGBV protection).

As part of the project, legacy course materials of five modules (this could be session plans + presentation) in seven languages will be created, to be hosted and downloadable from British Red Cross website by the end of the project. Also, the project will produce an integration film for online access to thousands of refugee women across the UK, wider cohorts and stakeholders.

Whilst the Red Cross internal evaluation will assess the delivery of outcomes related to the digital confidence of the participants, we are looking for an external evaluator to conduct a discrete piece of research related to refugee women and some of the themes explored in the workshops.

## **Aims and objectives of the evaluation**

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In addition to providing evidence to the funder on whether the project has been implemented as planned and whether it has achieved its intended outcomes, the evaluation aims to produce learning that can be used in the organisation when designing support aimed at refugee women. This learning will be the focus of the commissioned research. The evaluation of the project delivery will be conducted by a British Red Cross internal evaluator, and this proposed piece of research will look only at the below detailed aims.

The main objective of the commissioned research is to produce knowledge and recommendations to inform the British Red Cross work with refugee women, as well as our policy and advocacy work. The research will focus on:

1. Refugee women's level of knowledge and understanding of health, sexual and reproductive rights, domestic and gender-based violence, and financial independence. We are keen for the research to be driven by refugee women's own interests, and other topics of particular importance to refugee women in the UK may be included if they are identified in co-production with refugee women.

2. Refugee women’s access to services and safety, with focus on:
  - 2.1 Sources of information on rights and services: Where refugee women in the UK currently get information on these topics, where they would like to get information on them, and what are seen as trusted sources of information by refugee women.
  - 2.2 Barriers to access to rights and services: What barriers women face in realising their rights and accessing services, and what would work in addressing these.
3. What refugee women see is the UK government’s, particularly the Home Office’s, role in ensuring women have information on rights and services, and access to them, and whether this varies depending on the route to status (family reunion or the asylum route). What the role of other actors, such as local authorities and the volunteer sector, is in ensuring access.

## Methodology

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Potential contractors are invited to identify their proposed methodology for achieving the objectives outlined above. Table 1 below sets out the key stakeholders of the Refugee Women Digital Empowerment and Connect project, the total number engaged and their role. Contractors are asked to consider these groups when developing their proposed methodology, but are welcome to include other relevant stakeholder groups as well (such as refugee women not involved in the project).

**Table 1 Key stakeholders**

Stakeholder	Number engaged	Role
Women who participate in the project	300	Service user
Staff	2	Diversity and Inclusion Officers (support with IT)
Staff	1	Project Officer (workshops)
Staff	1	Project Manager

If samples are to be used then contractors must set out the number of people they will engage through the research and identify any potential sampling framework they would propose to use.

The successful proposal is expected to include use of qualitative research methods and a co-production approach that involves refugee women in the research design and/or delivery.

## Deliverables

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Table 2 outlines the expected evaluation deliverables. The dates indicated are provisional and will be confirmed with the successful contractor at the point of commissioning.

**Table 2 Expected evaluation deliverables**

Deliverable	Expected no later than
<b>Presentation</b> – a presentation delivered to BRC and partner audiences explaining the research and key	April/May

findings, focusing on learning for the organisation and the sector. This could be part of an online event organised by BRC.	
<b>Final report</b> – will include a set of recommendations for BRC on what to consider when supporting refugee women, particularly in terms of rights and access to information.	May/June

The final report should report against all data collected, draw conclusions from this data and provide a set of evidence based practical recommendations for how the Refugee Women Digital Empowerment and Connect project could be developed and improved if the project model is adopted for further implementation.

## **Budget**

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The budget for this evaluation is up to £13,000 inclusive of any VAT payable and expenses incurred. Table 3 shows the suggested payment schedule, but this can be negotiated if necessary.

**Table 3 Proposed payment schedule**

Payment milestone	Amount to be paid	Proportion of contract value
Signing of the contract		25%
Final report		75%

## **Timescales for tender process**

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All proposals must be submitted no later than Tuesday, 9<sup>th</sup> February 2021.

Any questions you may have about the tender should be directed to: Anni Harmaala, Evaluation Officer, ([aharmaala@redcross.org.uk](mailto:aharmaala@redcross.org.uk)).

## **Tendering Requirements**

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Your proposal must include the following:

- > Your proposed methodology and rationale.
- > A project plan including timescales for activities and deliverables.
- > Who is on the project team and how it will be managed, including short biographies of key team members.
- > Your organisation's credentials and experience. Knowledge of the policy context affecting the project is particularly welcomed, and experience of working with refugee women is a key requirement.
- > A breakdown of costs by team member and activity, including the number of days allocated to the research. Please show all costs including travel and VAT.

We particularly welcome proposals from teams including individuals with lived experience of forced migration, especially refugee women.

## Quality criteria

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The marking procedures reflect the quality of each response to the Invitation to Tender against the criteria given below. A marking system will be used with scores given within the range 0-10. Scoring ranges are as follows:

- > **4 unsatisfactory:** A response which is deemed unacceptable or contains significant shortcomings.
- > **5 - 7 satisfactory:** The information fulfils the normal requirement/expectations and is considered acceptable.
- > **8 - 10 more than satisfactory:** The information is exceptional or exemplary in relation to the criterion being marked.

Scores on different criteria are weighted to reflect their importance. The weightings have been allocated as follows:

**Table 4 Weighting of quality criteria**

<b>Criterion</b>	<b>Weighting</b>
Understanding of programme, its context and research objectives.	20%
Quality and relevance of proposed methodology	30%
Experience and skills of the organisation and proposed evaluation team	30%
Capacity to deliver within the required timescales	10%
Value for money	10%

The 'value for money' score will be calculated as follows: a maximum score of 10 will be awarded to the tender response offering the lowest over. Other tender responses will be awarded a mark by application of the following formula: (lowest overall price/overall price being evaluated) x 10.