

Invitation to Tender for Education for Sustainable Development – Establishment of ESD Targets & Baselines including suite of Impact Metrics

1. Instructions & Content Information

This is an invitation, for suitably qualified individuals and companies, to tender for the establishment of a suite of impact metrics relating to delivery of Environmental Education and Sustainable Development in Northern Ireland.

Your submission should be written to address the key requirements detailed in Section 2 of this document and demonstrate how it meets the scoring criteria outlined under Section 4. Any details not provided or not fully completed may constitute an admission of unsuitability/inability to fulfil requirements and may result in the tender being rejected at our absolute discretion.

All submissions must remain valid for a minimum period of 90 days following the deadline for receipt of submissions.

All proposals must be in English.

Prices contained within the proposal must be exclusive of VAT and be in Pounds sterling and must include ALL fees.

The Programme will need to be delivered by the 31st March 2023.

If you have any questions about this document, please contact Rachael Thomas (rachael.thomas@keepnorthernirelandbeautiful.org) by noon on 19th December 2022. Questions received after this deadline will not be answered. Questions and responses will be circulated to all interested tenderers. It is the responsibility of the bidder to provide the correct email address for tender questions and responses and to check their emails regularly during this period.

Please submit your proposal via email, in Word or PDF format, entitled 'Education for Sustainable Development- Establishment of ESD Targets & Baselines including suite of Impact Metrics' by noon on the 3rd January 2023 to rachael.thomas@keepnorthernirelandbeautiful.org.

2. Background Information

This initiative is part of a wider collaborative project between Keep Northern Ireland Beautiful and Northern Ireland Environment Link, specifically the Education for Sustainable Development Forum, for which NIEL provides the secretariat function.

Keep Northern Ireland Beautiful is an independent charity established in 2000.

Our Vision: A world where people and nature thrive.

Our Mission: To inspire and empower people to create more resilient and healthier communities.

Our Actions: Through education, engagement, and empowerment, we change behaviours and practices so everyone enjoys a beautiful, resilient, and healthy environment. We work towards a society where everyone takes an active role in protecting our communities and the people who live there.

Further information on the organisation is available at:

- www.keepnorthernirelandbeautiful.org
- www.liveherelovehere.org
- www.eco-schoolsni.org
- Facebook: www.facebook.com/keepnorthernirelandbeautiful/ & www.facebook.com/liveherelovehere/
- Twitter: @KeepNIBeautiful @isupportlhlh
- Instagram @KeepNorthernIrelandBeautiful @LiveHere.LoveHere

Northern Ireland Environment Link is the networking and umbrella body for the diverse range of environmental charities in Northern Ireland. Formally, launched in 1990, it's vision is for a 'valued, resilient and healthy environment' acting as a recognised and respected collective voice for the sector, championing the importance of environmental issues through influencing policy and developing partnerships and supporting and enabling members to deliver environmental outcomes and objectives for a healthy environment.

The Education for Sustainable Development Forum (ESDF) was set up in 1995 with the aim of "working together in partnership to develop positive attitudes and change behaviour towards the environment through education, thus contributing to a sustainable future society."

<https://www.esdforum.org.uk/>

A report commissioned by NIEL in 2021 recommended the need for a central hub that schools, community groups and individuals could use to help them learn more about environmental opportunities and actions within Northern Ireland. As a result, an EARTH Hub has been commissioned, the creation of which is being led by Keep Northern Ireland Beautiful with support of NIEL (see Appendix 1 for further information about the EARTH Hub).

To ensure that both the ESDF and EARTH Hub are enabling trainers and individuals to develop skills to use nature as a vehicle for learning, a series of ESD Targets & Baselines including suite of Impact Metrics needs to be established, collected and collated on the EARTH Hub.

Project Specification

Working with key stakeholders (eg. the Department for Agriculture, Environmental and Rural Affairs, the Education for Sustainable Development Forum and the EARTH Hub project management team and consulting with relevant organisations in the eNGO sector), the task is to propose a comprehensive suite of metrics, which can be used to measure and monitor the impact of environmental education and action across society. We want you to:

1. Propose the metrics that should be used to measure and monitor progress on environmental education and action
2. Gather all available baseline data for NI/UK/RoI as available for these metrics
3. Taking into account established baselines, recommend indicative targets for future (programmatic and eNGO sectoral) delivery

Indicative examples of areas that possible metrics could fall under include, but are not limited to:

- Environmental education, training and outdoor learning
- Climate action
- Biodiversity recovery
- Waste and pollution solutions

The ability to gather data and measure the impact of environmental education, resources and training programmes will have many important benefits.

- It will allow both individuals and organisations to better understand their impact and guide and inspire further action;
- It will assist in assessing the impact of current government strategies, and guide the development of future strategies and policies;
- It will increase funding opportunities for the environmental NGO sector by providing an evidence based approach to future project bids and collaborations.

It is important that, where possible, baseline data is established and the rationale for any targets proposed, including the scientific reason behind why the suggested metrics were proposed. All targets, baselines and monitoring need to be clear and easily measured over the long term and could include (but are not limited to):

- Number of teachers trained in Effective Practice in Education for Sustainability
- Number of outdoor learning hours per week
- Environmental Outcomes/actions delivered (eg Natural habitats created/maintained (m²); Number of trees planted; Number of sustainable journeys made etc
- CO₂ savings made (tonnes)

Baseline information may include gathering all available baseline data for NI/ UK/ RoI as available for the proposed metrics, as well as an audit of ESDF member and/or Eco School records to identify teachers who benefitted from onsite or outdoor/in nature training at schools over the previous 1-3 years. Additionally, a school audit could involve a survey or physically contacting every school to identify how much time their students spend in nature and if any of their staff have benefitted from Education for Sustainability/ outdoor learning and training experiences.

The metrics will be integrated into the EARTH Hub and the Hub will be used to gather this data in the future, so recommendations should also be made regarding the development of the EARTH Hub to ensure that the Hub is suitable for capturing these data sets.

4. Budget and Timeframe

Budget

The overall budget for the development and delivery of the programme of work is £7,500 exclusive of VAT. This programme is funded with the support of DAERA.

Timeframe

Activity	Date
Deadline for questions relating to tender	19 th December 2022
Tender submission	3 rd January 2023
Appointment of successful candidate	9 th January 2023
Final report and presentation	31 st March 2023

NB: Keep Northern Ireland Beautiful reserves the right to amend the timetable above if deemed necessary.

5. Scoring Criteria

Applicants will be evaluated using the following criteria and weightings:

Criteria	Commentary	Weighting
Value for Money	Please provide a breakdown of fees and costs and any other associated costs based specification of requirements above. Prices contained within the proposal must be exclusive of VAT and be in Pounds sterling and must remain valid for the duration of the project.	40%
Methodology & Timeline	Applicants must describe the methodology they will use to carry out the project with specific reference to both the tasks and the processes and approach to be followed. Timeline for delivery must be outlined	30%
Track Record & quality of past experience	Please provide a (brief) overview of your organisation, details of relevant experience to include information on the following: <ul style="list-style-type: none"> • Structure, size, capacity and expertise to undertake the work specified • Staff details, including details of relevant skills, experience and qualifications • Portfolio of relevant projects 	20%
Environmental Credentials	Keep Northern Ireland Beautiful is committed to sustainable procurement and would wish to see tenderers adopt a positive environmental approach. An environmental policy or statement should therefore be included with your tender submission.	10%

Failure to include all of the above may lead to disqualification.

6. Submission

Tenderers must not make assumptions that Keep Northern Ireland Beautiful has experience of their organisation or their service provision even if on a current or previous contract. Assessments will solely be based on the tender submissions received.

Submissions may be rejected if the complete information requested is not provided.

Submissions should aim to:

- Outline the plan/ methodology you intend to use for the work
- Provide an overview of your organisation, structure, size and staff details and relevant skills and experience
- Include short portfolio of relevant experience, from which you currently/ previously have provided similar services
- Include confirmation of your ability to work to the timeframe as outlined
- Demonstrate your environmental credentials, a policy or statement
- Outline your pricing structure and a clear breakdown of costs
- Identification of potential conflict of interest that may arise



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Appendix 1: EARTH Hub Information Deck

The EARTH Hub

An online platform for environmental education

**KEEP
NORTHERN
IRELAND
BEAUTIFUL**

Overview Deck
December 2022



What is the EARTH Hub?



Scope

The **EARTH Hub** (Environmental Action for Resilience, Transformation and Health) is a ‘one-stop’ hub for environmental education and action in Northern Ireland.

The EARTH Hub will significantly elevate the public profile and promotion of environmental education opportunities, as well as creating the conditions for more streamlined delivery both within the eNGO sector and cross-sectorally within Northern Ireland.

Why do we need the EARTH Hub?

<p>One of the ESDF Strategy key recommendations was the creation of an environment education hub</p>	<p>An initial, pre-consultation survey indicated a strong interest in the creation of a hub within the sector</p>	<p>A teacher survey indicated a strong desire for the creation of the hub – 91% (2021) would use the hub if made available to them</p>
<p>To provide the opportunity for funded resource design and development for the sector</p>	<p>To address the sectoral resource gap, creating opportunities for income generation, sponsorship & CSR</p>	<p>To gather data, to evidence impact and inform future strategies and policy</p>

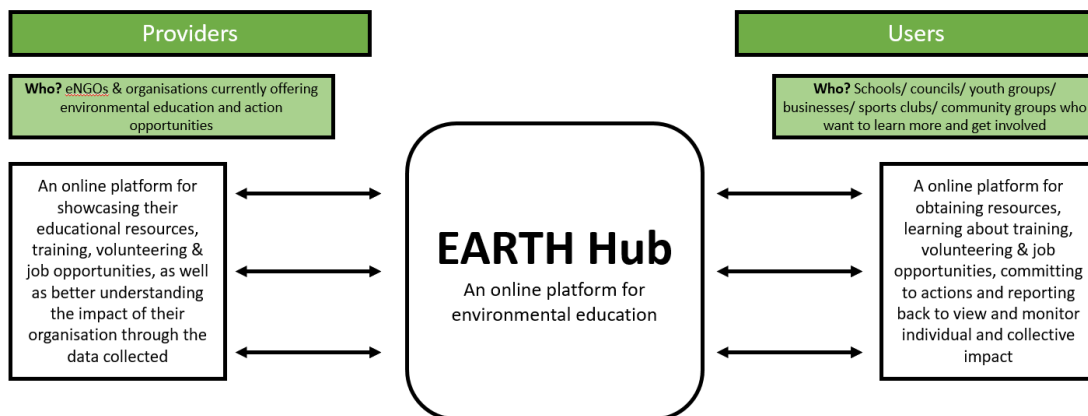
Purposes and Benefits

Purpose

Our hope is that individuals, organisations and businesses across NI are better informed and empowered to take individual and collective action towards living more sustainably.

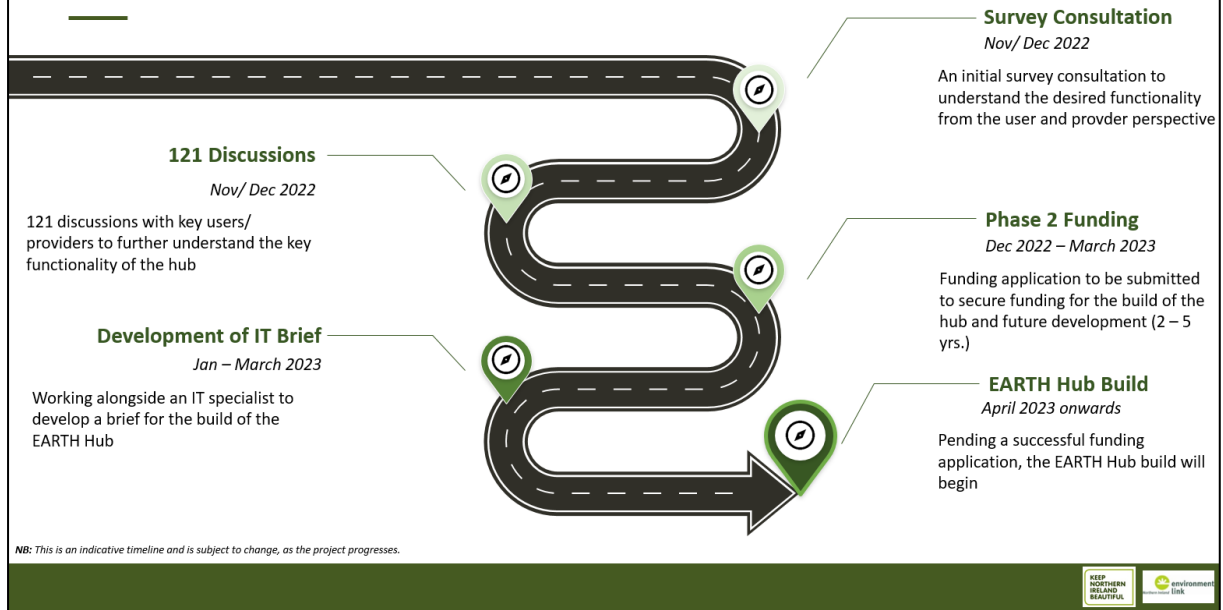
	Access information & resources	Connect & build relationships	Demonstrate the impact	Support informed decision making
Purpose	An easily accessible, user-friendly, one-stop hub providing educational resources, training/ volunteering opportunities and ways to connect with organisations and individuals.	The Hub will provide individuals/groups/schools with the opportunity to become a member and be part of a network of environmental action across NI.	Environmental organisations populate actions cards with their information and offering. Each action card can link to organisation's websites/resources etc.	Each organisational member of the Earth Hub will have access to a database of metrics from the action cards which tracks participation and impact in real time.
Benefit	Educators can learn about environmental organisations, initiatives, programmes and events, and be kept up to date on environmental matters across NI.	Increased visibility for the sector in schools and the wider community, showcasing eNGOs on a centralised platform.	Hub users select actions/programmes on offer via the system of action cards. They can then track their progress and the impact they are having.	The Hub will provide a two-way communication channel assisting with participatory and inclusive decision making.

Functionality of the EARTH Hub



An important part of the EARTH Hub will be the **IMPACT MEASUREMENT** aspect, allowing data to be gathered that will be used to inform and advise organisations and government on future agendas, strategies and policies. It will also be a tool for **INCOME GENERATION** through funding, sponsorship and CSR opportunities.

Roadmap for the creation of the EARTH Hub



Further Information/ Questions

The management of the project is a collaboration between Keep Northern Ireland Beautiful and Northern Ireland Environment Link, specifically with the Education for Sustainable Development Forum.

Our hope is that the EARTH Hub will help to maximise the sector’s environmental benefits, whilst measuring and demonstrating the impact that organisations are having.

We greatly value your support and feedback - we want to hear from you.

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