

Invitation to Tender

Evaluating the Sciencewise Programme

This document provides contractors with the context, scope, and deliverables for the independent evaluation of the Sciencewise programme. The following document outlines the approach expected.

Closing date: 04.06.2025

Enquiries to: info@sciencewise.org.uk

The Sciencewise Programme is led by [Involve](#), [BSA](#), and [NCCPE](#) and commissioned by [UKRI](#).

The Sciencewise Programme

Independent Impact and Evaluation Tender

Key Info

Organisation: The Involve Foundation

Tender issue date: 19.05.2025

Deadline for submission: 04.06.2025

Start of contract: 14.07.2025

End of contract: 10.11.2027

Return submissions to: info@sciencewise.org.uk

Tender award: The maximum budget for the engagement is £45,000, including VAT.

Enquiries regarding this invitation should be addressed to: Carly Walker-Dawson, Sciencewise Programme Director.

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1. About Sciencewise

Since its establishment in 2004, the Sciencewise programme has been at the forefront of fostering public dialogue and engagement in science and technology policy and research in the UK. Over the past two decades, Sciencewise has played a critical role in embedding public voices into decision-making processes, ensuring that scientific and technological advancements align with societal values and priorities. The programme has contributed to a fundamental shift in how power and agency are understood in shaping the role of science and technology in our collective future.

Through more than 75 public dialogues, involving over 8,000 participants in approximately 70,000 hours of in-depth deliberation, Sciencewise has enabled diverse communities to engage meaningfully with complex scientific issues - from [climate change adaptation](#) to [genome editing](#) and [ultra-processed foods](#). This work has enhanced the transparency and inclusivity of scientific governance, strengthened public trust in science and policy making, and demonstrated the value of informed public judgement in shaping research and innovation.

The current Sciencewise programme, 2024 to 2030, has set new ambitions for the programme. We have established a solid, reputable practice and a trusted method of dialogue over the past two decades. But now is the moment for diversification and innovation. This iteration of the Sciencewise programme will focus on increasing the impact of the programme. We will do this through our three Programme Accelerators: (1) innovation, (2) power, voice and inclusion (which includes the public setting the agenda) and (3) creating lasting relationships (going beyond one-off interactions).

Now, as Sciencewise looks forward, we are looking for an independent impact evaluator to assess the programme's impact, effectiveness, and future potential - while ensuring it remains a leading model for public participation in science and technology policymaking and research. This consultant will conduct an annual impact review of the programme — not just for the Sciencewise projects in the preceding year, but with a wider lens, and building on our [2003 Impact Report](#). We envisage this feeding into our communication and storytelling strategy.

2. Scope of Services

We are seeking an experienced individual or organisation who can create and deliver independent monitoring and evaluation of the Sciencewise programme. Each Sciencewise project has an external evaluator. We want this role to take a wider look at impact in the programme as a whole.

The consultant's role is to provide expert analytical skills, knowledge, advice and the listed outputs to ensure that the evaluation of the project is completed successfully, meets key funder and stakeholders' requirements and outcomes, and leaves a sustainable legacy.

Applicants must declare any potential conflicts of interest. This evaluator role cannot be involved in the evaluation of any current individual Sciencewise projects. If you have any questions or would like to clarify a potential conflict, please contact us at info@sciencewise.org.uk prior to submitting your application.

2.1 Expected outputs and responsibilities

Working with the project team and partners, they will be responsible for:

- Leading on the creation of a new Theory of Change for the programme that links to key indicators and measurements and appropriate success factors for the programme, with the Sciencewise team
- Creating a monitoring and evaluation plan
 - A document which will set out how the impacts of the project will be monitored
 - Procedures agreed for data collection and reporting that apply an impact focused approach, tailored to the Sciencewise programme
 - Measures identified for different types of evidence including stories and qualitative data
 - A reliable framework for measuring impact of the whole project programme and how the impact evaluation works with individual Sciencewise projects within the wider programme
- Bringing together the information collected as part of the Monitoring and Evaluation Plan, based on an existing impact framework
- Carrying out evaluation and impact measurement of the Sciencewise programme, providing lessons learnt to be applied in future. This includes going back to previous Sciencewise projects (and their evaluators) to assess their impact.
- Holding at least two learning sessions with the Sciencewise team and one reflection session with project-level evaluators each year
- Writing an annual programme impact review

The maximum budget for this piece of work is £45,000 including VAT, broken down as follows:

- £10,000 for the development of the Theory of Change (ToC).
- £35,000 for all other services rendered over the initial two years and four months period (at a rate of £15,000 per annum, pro rata).

2.2 Summary of key deliverables

A summary of the key deliverables is provided in the table below.

Output/Responsibility	Timeline for delivery
Finalised project plan - in discussion with the Sciencewise team	Mid August 2025
Programme wide Theory of Change and Impact Monitoring and Evaluation Plan	Mid September 2025
Annual impact review (July 2024 - June 2025)	End November 2025
Annual impact review (July 2025 - June 2026)	End October 2026
Annual impact review (July 2026 - June 2027)	End October 2027
Reflection sessions with Sciencewise evaluators	Once per year (July-June)
Learning sessions with the Sciencewise team	Two per year or proportion of the year (July - June)
Data collection in line with the Impact	Ongoing/throughout

3. Tender Timeline

Invite to tender	Question submission deadline	Submission deadline	Interview	Award tender	Start date
19.05.2025	26.05.2025	04.06.2025	19.06.2025	27.06.2025	14.07.2025

Shortlisted candidates may be invited to attend a second round of interviews as part of the selection process.

4. Response Structure

When writing your response, please follow these formatting guidelines:

- Page limit: 6 pages (biographies can be appended - two pages maximum)
- Font size and spacing: Font size 10 or above, line spacing 1.15 minimum

A. Expertise and experience (up to 2 pages)

- Your experience supporting the evaluation and impact measurement of complex, multi-layered programmes, working with a number of partners, commissioners and other evaluators, ideally with non-profits in the UK or UK government
- Your experience of identifying and measuring indicators of impact across programmes with multiple sub-projects and commissioners
- Your track record of delivering similar impact evaluation projects with the research and innovation sector and/or science, technology and data policy field
- The proposed team and the extent of their involvement in the work
- Your experience of evaluating through a power and equity lens
- Your experience in co-designing a Theory of Change and impact and evaluation plans

B. Methodology and approach (up to 2 pages)

- Your evaluation design, approach and methods. You can provide your preferred approach, or different options within the overall budget provided
- Your approach to ensuring high quality, robust evaluation methods, for example, how you will operationalise methods, triangulate between qualitative and quantitative methods.
- Approach to reporting on and presenting clear, robust findings for the programme.
- A high-level timeline or Gantt chart for research phases and deliverables

C. Project management, data security and risk mitigations (up to 1 page)

- Your approach to project management and data security for this programme
- How you will work with the Sciencewise team to securely collect and hold personal data, where applicable

- Brief details of any industry standards for your work
- Your appraisal of the risks likely to arise in this evaluation, and how you will mitigate against them

D. Costings (up to 1 page)

- A full budget and costs over the evaluation including the daily rate for different staff, their projected days on different elements, direct costs and non-staff costs such as transcription and participant incentives. All budgets should be inclusive of VAT. You should also include a proposed payment schedule.

5. Assessment criteria

The tender will be assessed for suitability via the following criteria.

<i>Item / description</i>	<i>Marking</i>
At least 5 years' experience in design and delivery of impact and evaluation for projects implemented by non-profit organisations in the UK and/or the UK government.	Yes / No
Understanding of practical impact considerations in multi-partner projects working with multiple sub-projects and commissioners over several years.	Yes / No
Knowledge and experience of working with projects that have taken an iterate and continual improvement approach to learnings from impact measurement and evaluation.	Yes / No
Knowledge and experience of working with projects in the research and innovation sector and/or science, technology and data policy field.	Yes / No
Quality	80% total
Extent to which proposals meet the project brief's requirements and proposed timescales.	20%
Clarity of the proposal submitted.	20%
Previous relevant experience.	20%
Proposed methodology.	20%
Cost	20% total
Value for money.	20%

6. Contract management

6.1 Fees

Tender submissions should contain a financial quote and payment schedule. This must be a fixed price (unless otherwise stated) and include all charges including VAT which should be shown as a separate element.

Charges for any agreed additional work beyond the original scope of the brief and which could not reasonably have been foreseen at the outset of the project are to be negotiated with the appointed consultant.

6.2 Client liaison

The independent evaluator's point of contact will be Carly Walker-Dawson, Sciencewise Programme Director. The contractor will also liaise with project partners, staff, and the audiences the project connects with. Data, information, and analysis collected by the project partners will be passed to the evaluator by Carly Walker-Dawson, or delegated to another member of the Sciencewise team. The evaluator will make recommendations to Carly Walker-Dawson who will work with the project partners to implement them.