



EVALUATOR

Development Phase Tender Brief

Project Title: Saving Grada for the Community

**Tender Opportunity made possible through
Development Phase Funding
From The National Lottery Heritage Fund**

Client:

Grade Ruan Parochial Church Council ("PCC") in partnership with
The Friends of St Ruan and St Grade Historic Church Buildings ("the Friends")

Project Background

The Church of St Grada and the Holy Cross (St Grade) is a Grade I listed church located in an isolated remote setting on the Lizard Peninsula. Parts of the building date from the 13th century and it was substantially rebuilt in 1862. It has no electricity or heating and is approached by a byway. The church is of historical value and treasured by the community who have raised significant funds for the church to be reroofed and restored.

The PCC and Friends are working in partnership to secure the future of the building through a comprehensive programme of restoration and community engagement. They have received Development Phase funding from the National Lottery Heritage Fund to develop this project. Other funding has already been secured from grant providers and through community efforts.

We wish to appoint an independent professional evaluator during the Development Phase to support evaluation planning and to deliver evaluation across the Delivery Phase, in line with Heritage Fund requirements





Scope of Services

The appointed professional will work collaboratively with the project team but remain independent. Approximately 6 days throughout the Development Phase and 10 days throughout the Delivery Phase

Please note that funding is only available for the Development Phase – the information relating to the Delivery Phase does not guarantee that the role will extend into the Delivery Phase.

The Evaluator will:

- Measure and evaluate performance against the Heritage Fund's approved outcomes
- Review the project's proposed outcomes, indicators and outputs
- Assist in the preparation of a Development Phase Evaluation Plan including an evaluation framework, data collection methods and baseline requirements
- Support the process of benchmarking and setting of milestones and targets
- Support or oversee baseline data collection
- Monitor progress against agreed outcomes
- Assist with the Delivery Phase application evaluation section
- Demonstrate the project's impact on heritage, people and communities
- Prepare Completion Reports and Evaluations within three months of completion of the Development and Delivery Phases of the Project



2033 Investment Principles

The Evaluator is expected to address outcomes relating to the Heritage Fund's Investment Principles:

- Saving Heritage – Conserving and Valuing Heritage, for now and the future.
- Protecting the Environment – Supporting nature recovery and environmental sustainability
- Inclusion, Access and Participation – Supporting greater inclusion, diversity, access and participation in heritage
- Organisational Sustainability – Strengthening heritage to be adaptive and financially resilient, contributing to communities and economies.

Professional Requirements

- Experience evaluating heritage and community-based projects, ideally with experience of projects funded by the Heritage Fund or other public organisations.
- Knowledge of Heritage Fund outcomes and evaluation expectations
- Ability to design proportionate, realistic evaluation frameworks
- Strong qualitative and quantitative evaluation skills
- Clear, accessible reporting style

Timescale

- Tender and Appointment for Development Phase August 2026
- Development Phase input: August 2026 – May 2027
- Delivery Phase (indicative): Summer/Autumn 2027 onwards, subject to funding approval



Tender Procedure

This opportunity is being advertised in accordance with National Lottery Heritage Fund procurement guidance to ensure an open and transparent process and will include:

- Direct circulation to a small number of known providers
- The Friends of St Ruan and St Grade website
- Social Media
- Find A Job <https://www.gov.uk/advertise-job>

Tenders should include:

- A brief proposal outlining approach and methodology
- Relevant experience and examples
- Proposed fee (broken down into Development and Delivery Phases noting any exclusions)
- Two client references

Selection Criteria

<u>Criterion</u>	<u>Weighting</u>
Understanding of the project and brief	25%
Relevant experience including with Heritage Fund projects	35%
Capacity to deliver within the timetable	20%
Fee proposal and value for money	20%

Submission Details

Please submit a final Tender to Brian Jenkins at the email address below. Any queries prior to submission may also be made using this point of contact.

friendsofstruanandstgrade@gmail.com