



## **Terms of Reference**

**Appointment of an organisation / consultant to conduct a  
review of the Human Rights Fund**

**August 2020**

# Background to the Community Foundation for Northern Ireland

## Our Vision and Strategy

**The Community Foundation for Northern Ireland connects people who care to causes that matter.** For over 40 years the Community Foundation has been a trusted, secure means through which donors choose how, when and where they give, by helping them to set up funds, supporting them to make grants and to see the impact of their donations on local communities in greatest need.

The Community Foundation for Northern Ireland's vision is a peaceful, prosperous, shared and just society; and our mission is to connect people who care to causes that matter. In a society where everyone can prosper and live in peace; we encourage and support those who want to give and empower the local community to effect change.



## Our Values

We work together and with others in line with our values - generous, thriving and together.

### **Generosity:**

We encourage generosity in everything we do; we look out for each other; we deal with everyone with compassion, empathy and understanding. We are flexible in how we work with staff, donors and grantees.

### **Thriving:**

We see the potential within both our staff and the communities we work in and are committed to help both reach their full potential.

### **Together:**

We will only make the change we want to see together. We value participation, working with others and bringing people together.

## The Human Rights Fund

In alignment with the Foundation's commitment to social justice and community voice, and our rights based approach, the Community Foundation worked with Atlantic Philanthropies in 2014 to create the Northern Ireland Human Rights Fund.

With initial contributions from Atlantic and the Community Foundation, the NIHRF has also attracted significant support from other funders including the Sigrid Rausing Trust, the Oak foundation and the Legal Education Fund, as well as a number of individuals in the UK and the US.

The Northern Ireland Human Rights Fund currently part-funds four key organisations:

- CAJ - The Committee for the Administration of Justice (which convenes the Equality Coalition)
- HRC -the Human Rights Consortium
- PPR - Participation & Practice of Rights and
- PILS -Public Interest Litigation Support Project
- and finances the Social Justice Fund administered by the Community Foundation, a small grants programme for grass-roots groups.

All these organisations have played a key role in holding the state to account for the commitments it made in the 1998 Belfast/Good Friday Agreement, a job more important and urgent now, than ever.

The fund was set up in 2015 as a 10 year endowment fund with an intention that it would make grants until 2025; although all the current partners are open to the Fund operating over a longer time frame.

In the light of the events of the past three years, the way in which international attention has focussed on Northern Ireland and its border with the South, the instability that Brexit has created in Northern Ireland, and the Covid-19 crisis, a decision has been made to raise funds to extend the life of the Northern Ireland Human Rights Fund beyond the 10 year span originally envisaged, into the foreseeable future.

The aims of the Northern Ireland Human Rights Fund have evolved over the course of its existence; the most relevant aims to the period of this review are:

- To consolidate the peace process by delivering on commitments made in the Belfast/Good Friday Agreement on equality, human rights and civic participation, restated in the recent New Decade, New Approach agreement signed in January 2020
- To challenge the specific threat to human rights and the peace agreement posed by the UK's exit from the European Union
- To embed and encourage a culture of rights, advocate for the centrality of rights, and contribute to building a fair society based on equality and respect for diversity, whatever the future constitutional arrangements
- To share Northern Ireland's human rights-based approach to peacebuilding internationally with others emerging from conflict
- To contribute to the long term sustainability of the grantees
- To foster and enable increased collaboration amongst the grantees.

The strategy and grant making of the NIHRF is governed by an advisory group who comprise representatives from the Community Foundation, Atlantic, and other representatives of funders of the Fund. The current grant agreement that the NIHRF has with its grantees comes to an end in March 2022.

The current grantees have delivered significant achievements since the start of the fund - through litigation, analysis, campaigning, mobilisation, community development and more. The complementarity of their approaches has meant the reach of the Fund has

extended from the biggest issues facing us as a nation, to the real and local issues facing grass-roots communities.

## The opportunity: a high level review of the NI Human Rights Fund

The Community Foundation is seeking a suitable individual or organisation to carry out a high level review into the NIHRF. Ongoing evaluation was a part of the 10 year plan for the Fund and, and as we plan our grant making strategy from April 2022 onwards, this is an important moment to review; not least considering the significant contextual changes that have happened over the last three years in order to assist in revising its grant making strategy from then onwards.

## Tender Specification

The purpose of the review is outlined above. The contract will be delivered over a 3-4 month period, commencing in September 2020 and completing in December 2020. We expect the person(s) delivering this contract to carry out a substantial portion of the review remotely.

## Objectives

The objective of this contract is to answer the following questions:

### **Fund aims:**

- Do the current stated aims of the fund (above) still stand or should they be refreshed?
- What are the significant changes likely to be in the human rights environment over the next 3-5 years? How should they influence the strategic direction of the Funds

### **Grantees:**

- What has been the experience of the existing grantees of the Fund, and what is there to be learned from that?
- Is there a different or strengthened role for the Social Justice Fund in any new arrangements?

- To what extent should increased collaboration between the grantees be a priority for the Fund; and if it should continue to be a priority, what are the best ways of achieving that?
- What are the options and implications of continuing to support existing grantees and/or reaching out to others? Are the current organisations best placed and best equipped to meet the multitude of challenges that are likely to arise out of the changing context, including the impacts of Brexit and Covid-19?

### **Role of the Community Foundation:**

- What is the unique value that the Community Foundation brings to the Fund, and how could that be amplified?

### **Fundraising:**

- What is the fundraising potential for the Fund over the longer term, particularly recognising the independence the fund gains from not receiving any government funding? What has the learning been from the success of the fundraising so far?
- Should the Fund continue to have the long term sustainability of the grantees as an objective, and if so how should that influence its grant making strategy?
- What is a sustainable long term future for the fund - as we consider how to manage its resources and over what timeframe to spend the money in the endowment, what is a reasonable level of grant making to allow it to be effective?

### **Future direction:**

- How can the Fund best sustain and strengthen the social solidarity, policy gains and broad political consensus created in response to Covid-19, ensuring no return to past policies which left so many so vulnerable to the pandemic?

### **Guidance on methodology**

We expect this to be a high level review of the fund; and anticipate that the methodology will allow time for discussions with the grantees as a priority, particularly discerning from them how the Fund has helped or hindered them. We also anticipate that the methodology will involve gathering information and opinion from some key external stakeholders, the grantees, the advisory group and the current HRF fundraising campaign director.

## Delivery

## Copyright

The individual or organisation will be acknowledged. However, the copyright, and any other intellectual property on materials provided by the Community Foundation, or produced on their behalf, shall vest with the Community Foundation. All materials received and created in the course of this project, should be returned to the Community Foundation at the conclusion of the project, in an agreed format

## Timetable

	Aug	Sept	Oct	Nov	Dec	Jan 21	Feb	Mar
Appoint reviewer								
Research								
Report writing								
Consultant presents recommendations to advisory group								
Further discussion amongst advisory group and grantees								
Any changes to grant making strategy finalised								

Decisions about the future of the fund will be taken after receipt of the report and responsibility for those lie with the advisory group.

## Selection Criteria

The organisation or group of consultants will be selected for their ability to demonstrate a high quality, flexible and rigorous approach that offers value for money to the Community Foundation. You should highlight your suitability to fulfil the brief using examples of contracts you have worked on over the last three years.

### Pass or Fail Criteria

NB. Failure to meet the below criteria will result in a proposal not proceeding to scoring

- Demonstrable knowledge of the Human Rights context in Northern Ireland
- Demonstrable track record of conducting similar reviews in a related field

### Weighted Scoring Areas:

Criteria	Score
Understanding of the operating context in which Human Rights NGOs in Northern Ireland work, and ethos of the Human Rights Fund and the Community Foundation for Northern Ireland	30%
Methodology	20%
Track record of conducting similar reviews	30%
Value for money	20%

The organisation or group of consultants appointed will report in the first instance to the CEO of the Community Foundation for Northern Ireland.

We are open to the likelihood that substantial parts of the methodology will be delivered remotely.



## Making a Response

You should respond to the invitation by supplying a **maximum 10 page proposal**, via one electronic copy, sent to [amccracken@communityfoundationni.org](mailto:amccracken@communityfoundationni.org) that should include the following components:

- Your understanding of the brief
- Your proposed approach for the delivery of the required outputs, bearing in mind the weighting criteria as detailed above
- Confirmation that you will fulfil all the tasks and deliver the outputs in the timeframe outlined
- Who will be involved in the work with their respective CVs, and who will be the lead contact.
- A statement of experience detailing your work in this area
- Budget breakdown
- The names and addresses of two clients for whom you have completed similar assignments (detailing the nature of the work undertaken for them)
- **We anticipate this assignment should take up to 25 days work. Organisations should price accordingly to gain a competitive advantage. If more than one person is involved in delivering the work your application should lay out the number of days that each consultant involved in the process would contribute and their daily rate.**

## Further Information

Contact: Andrew McCracken, CEO, Community Foundation for NI

Email: [amccracken@communityfoundationni.org](mailto:amccracken@communityfoundationni.org)

**Queries will only be accepted by email**

## Closing Date

The closing date for receipt of submission which should be emailed to [amccracken@communityfoundationni.org](mailto:amccracken@communityfoundationni.org) is **12 noon on 10th September 2020**. Submissions received after the closing date will not be considered.

**Note that the Community Foundation is not obliged to appoint the lowest or any tender.**