

# Tender to develop a new 5-year Strategic Plan for Meath Women's Refuge and Support Services

2021-2026



## About Us

MWRSS is an NGO and a local domestic violence support agency with a catchment area of Co. Meath. We have been working in the community for 33 years and have a strong track record of supporting women and children experiencing domestic violence. We work closely with a wide range of stakeholders to fulfil our mission statement and seek innovative responses to domestic violence in Co. Meath and Ireland through our membership of Safe Ireland. We are clear that domestic violence is a violation of human rights and through our work we seek to vindicate the rights of women and children affected by domestic violence.

Meath Women's Refuge and Support Services provide a wide range of support and emergency accommodation services to women and children who have experienced domestic violence in Co. Meath. We operate on a 24/7 service 365 days per year and receive our core funding from Tusla, the Child and Family Agency, alongside funding from Victims of Crime and MOVE Ireland. In addition, we manage a small level of private fundraising and donations which resource our overheads and therapeutic supports to women and children. Our organisation was founded in 1987 and we have expanded our work over the intervening years to include outreach services, court accompaniment, therapeutic supports, and a children's programme.

## MWRSS Strategic Plan 2018-2020

In early 2018, the organisation adopted a new strategic plan following a strategic review and planning process. We developed a new vision and mission statement and three strategic goals. We reviewed and renewed our values to the women and children we work with.

## MWRSS values

- *Women and child centred* – this means that all our responses are led by the needs of women and children experiencing domestic violence. Being safety focused is central.
- *Equality and human rights* – MWRSS response is rights based. We recognise that everyone has equal rights and aim to ensure that all women have equal access, participation and out to our services regardless of their social status or identity.
- *Empowerment* – this includes responding with empathy and compassion and demonstrating respect for women's decisions and promoting the agency of women

- *Trust and integrity* – Maintaining confidentiality and being honest and open about our work and how we respond is crucial to maintaining the trust of women, children and all stakeholders and the integrity of MWRSS.

### **Strategic Priorities of MWRSS 2018-2020**

1. Delivery of High-Quality evidence-based Services and Development Supports for Women and Children at risk of or experiencing domestic violence
2. Development of a New Purpose-Built Refuge Building and Ancillary services
3. Ensuring the organisation is governed to the highest standards and that we are accountable to our funders, the public and the women and children we work with

### **Current Context of our Work**

COVID-19 has highlighted what many working in Domestic Violence services already know: we have an epidemic of gender-based violence in Ireland and raising awareness of the issue is resulting in more women and children accessing supports where resources are limited. While the new government is undertaking an audit of policy structures in place under the programme for government and a new Domestic and Sexual Violence Strategy is being planned, the domestic violence sector is coming from a very low base in terms of its capacity to meet the aspirations of a new strategy and MWRSS is no different.

Like many organisations COVID-19 has changed the landscape of our sector and the work we do. We have become a more agile and responsive organisation and have adapted quickly to the new realities presented to us and we are part of the change that is happening.

The organisation has a business development plan to grow the organisation and we are beginning work on the design of a new purpose-built refuge and ancillary services building for the county. We are working closely with our umbrella body Safe Ireland and other members towards a model of best practice in supports and advocacy services for women and children affected by Domestic Violence. With this in mind, the new strategic plan will embed the Quality standards for Domestic Violence Agencies framework developed by Safe Ireland in the plan. Externally, we are also conscious of the increasing professionalization of the work in our sector, alongside the commissioning of allied social and health care services. In order to respond to these changes we undertook a HR review in 2019.

#### **Accountability and management of this work**

The contract for service rests with Meath Women's Refuge and Support Services. The primary point of contact for the successful consultant will be Sinéad Smith, manager. The successful evaluator(s) will be expected to:

- Maintain regular contact with the Manager
- Attend regular meetings remotely with the Manager and, as appropriate, the staff and Board of the organisation
- Be flexible and responsive to the needs of the organisation as they arise.

#### **Expected Deliverables**

We expect that consultant to:

- Provide regular progress updates to the manager by telephone/remotely via video conferencing
- Desk top review of MWRSS key organisational documentation including the current strategic plan, a HR review undertaken in 2018, the new business plan setting out the growth and development of the organisation over the next three years. In addition, key relevant national policy documents relevant to Domestic Violence
- Conduct a brief SWOT analysis of the current strategic plan against the work delivered over its lifetime
- Develop a set of priority themes with broad goals and objectives for the new Strategic Plan benchmarked against the Outcome Evaluation model developed by Safe Ireland as a model of a Domestic Violence Agency
- To conduct an online survey of the experience of women and children who have been supported by the organisation on the outcomes of the supports they received
- Facilitated online sessions with staff, management, and the board of directors to support their participation and input to the new plan
- Preparation of a final strategic plan with clear direction on what change is required at what levels, by when and at what cost and what impact it could potentially have presented to staff and board for review and agreement

### **Tendering Criteria**

#### **Terms and Conditions**

The quote for this should include:

- Detailed description of the methods employed to realise the role e.g., desk top research, facilitated sessions, SWOT analysis, surveys etc.
- A detailed budget breakdown including the daily rate, number of days allocated, purpose of the days any additional costs e.g., VAT. Please note travel and subsistence costs will not be considered eligible costs as part of this tender
- A CV of the person tendering for this contract or in the case of a company, names of the person responsible and CVs for those carrying out the work and information on their roles. No subcontracting is allowed
- A Statement of capability and availability to undertake project which demonstrates an understanding of the proposal
- Two reference contacts for similar work carried out previously
- Examples of similar work carried out
- Disclosure of any conflicts of interest
- An up-to-date tax clearance certificate

#### **Process for Selection of Tender**

Proposals will be considered against a set of criteria including:

- Ability of the contractor to meet the requirements in the Invitation to Tender (30 marks)
- Proven Capability and experience in research, consultation, and strategic planning (40 marks)
- Cost and value for money (30 marks)

### MWRSS Tendering Policy

- All tenders are submitted within the set deadline and no tenders can be accepted beyond that date
- All tenders are examined by 2 people who complete a scoring card independently/ the highest score is awarded the tender and will meet the selection criteria as set out-an interview may also take place with short listed candidates

### Timeframe

it is envisaged this work would begin in April 2021 and would be completed in September 2021

### Cost of Tender

All bids must be fully inclusive of VAT, broken down into the number of days and cost per day. No additional costs are available for travel and subsistence. The tender is costed at €5000.

**Closing Date** for receipt of tenders is Tuesday 2<sup>nd</sup> March 2021 All tenders should be emailed for the attention of the Manager at [manager@dvservicesmeath.ie](mailto:manager@dvservicesmeath.ie)

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