

# Royal Dublin Society: Invite to Quote

## External Assessor for RDS 2018-2020 Funding Processes

The Royal Dublin Society (RDS) wishes to engage an external assessor for the annual funding processes for the RDS Foundation Programme for the years 2018- 2020. The Programme supports the Society's mission to further the cultural and economic development of Ireland and achieves this in the areas of agriculture, arts, equestrianism, enterprise, science and through the RDS Library & Archives.

### The main aim of the Funding Assessment Process is:

- To assess projects (approx. 15 annually) against agreed criteria (Strategic Fit, Impact, Implementation, Cost-Effectiveness) to ensure they are achieving the agreed project goals and measures (the project funding application form, guidelines and scoring mechanism are available on request).
- To recommend projects for RDS funding, based on the assessment process.
- To make recommendations on projects which are unsuccessful or partially successful in the assessment process.

### Purpose of the External Assessor

The purpose of the external assessor is to bring external expertise and experience to the RDS funding assessment process.

### More specifically, the purpose of the external assessor is:

- To read the funding proposals put forward by the Foundation Committees each year (Agriculture & Rural Affairs, Arts, Equestrianism, Enterprise, Science & Technology and the Library & Archives). The number of projects will differ in each proposal from one to four or five: the assessor will need to read the applications in July each year. Details of the current projects are available <http://www.rds.ie/Ireland-s-Philanthropic-Society/Our-Work>
- To attend the annual Funding Working Group meeting (a one day meeting) with members of the Foundation Board <http://www.rds.ie/Ireland-s-Philanthropic-Society/Our-Work/Society-Structure/Foundation-Board> and staff members at a date to be agreed annually. The meeting is generally held in late August/early September.
- The external assessor will be required to ask questions and to contribute to the discussion during the day.
- To provide a short report on the assessment process for future learning.

### Quotes

Suitable consultants are invited to submit **quotes** to act as an external assessor for the 2018 - 2020 Funding Processes. Quotes should include the following:

- Short evidence of relevant experience
- 2 references

- All Costs (Fees quoted should be inclusive of VAT)

### **Assessment of Quotes**

Quotes will be assessed based on relevant experience, references and value for money. Please note the RDS reserves the right not to accept or award any of the quotes received.

**Closing Date for Receipt of Quotes is 5pm Wednesday 9 May 2018.** Late quotes will not be accepted. Submission of quotes via email and any queries for further information are to be made to:

**Joanna Quinn**, Foundation Director, RDS, Anglesea Road, Ballsbridge, Dublin 4, Tel: 01 2407299 Email: [joanna.quinn@rds.ie](mailto:joanna.quinn@rds.ie)