



The Ian Potter
Foundation

Expressions of interest for The Ian Potter Foundation Evaluation Pool (TIPFEP) 2019

If you are interested in being a member of TIPFEP, please send in the following:

1. Your CV/website link.
2. A sample of your work.
 - Essential:
 - Experience writing for Government (state/commonwealth) audiences
 - Error-free, clear writing
 - Financial/economic/SROI skills (can be subcontracted)
 - Desirable:
 - Sample clearly meets [AIFS CfC](#) evaluation criteria for inclusion
 - Example of capacity building
 - Evidence of racial equity (e.g. in terms of staffing, [mentoring](#))
3. Home office location. Please include your interest in accepting interstate jobs.
4. Your general availability in 2019–20.
5. Your fee range. Please select at least one of the three options listed.
6. **Options for fee range.** Please select one of the following options to convey your general fee. Please note this is important information so that we are not sending you projects that are ‘too small’ or ‘too large’ ... aiming for the ‘Baby Bear’ effect.

Option 1: Fees by role (fill in those relevant to your organisation)

Role	Hourly	Daily
Principal		
Associate		
Senior Consultant		
Consultant		
Project officer		

Option 2: Past year jobs and fees

Provide a list of evaluation jobs your organisation performed in the 2018–19 financial year and the fees charged. If you are a larger organisation (>10 employees), you may provide a sample that illustrates the range.

Option 3: Open-ended

Using a (completely) anonymised recent job and quote, please describe (bullet points fine) what you provided for a grantee (in terms of days and final evaluation products)

Material should be sent to Squirrel Main at squirrel.main@ianpotter.org.au. Please ensure you have permission to share the work prior to emailing it. Please be aware that (unless specifically noted as confidential) your work samples/CV may be shared with grantees and other foundation staff who use TIPFEP.

If you are already on [TIPFEP](#), there is no need to re-apply. You will remain on the pool unless personally notified.

Deadline Monday, 1 April 2019, 4:59pm AEST (please note email can be a maximum size of 10mb. (Dropbox is an option). This is a hard deadline.

Announcements Monday, 3 June 2019. Limited feedback may be provided upon request, and evaluators whose work is not chosen in 2019 are welcome to re-apply with new material in subsequent years.