

CALL FOR PROPOSALS: External Evaluation of the Dullah Omar School for paralegalism

18 May 2026

1. About of SCAT

Social Change Assistance Trust (SCAT) is a Cape Town-based organisation with over 40 years of experience supporting human rights and social justice initiatives in rural South Africa. SCAT partners with community-based organisations and local development agencies across five provinces, soon expanding to six, to address systemic challenges such as gender inequality, food insecurity, climate change, and youth marginalisation in rural and underserved communities.

SCAT supports these organisations through funding, capacity building, mentorship, and skills development, enabling communities to strengthen their organisational capacity and advance socio-economic rights. A key aspect of SCAT's work is its long-standing commitment to strengthening community-based advice offices and local leadership. In partnership with Black Sash and Community Advice Offices South Africa (CAOSA), SCAT has co-led the annual Dullah Omar School training programme for community-based paralegals from across the country.

2. Programme description

The Dullah Omar School for paralegals is an annual week-long training that brings together around 80 to 100 paralegals across South Africa who work and run community-based legal advice offices. The main objective of the school is to build the capacity of community-based paralegals while also strengthening advice offices and community-based organisations to advance social justice and democratic accountability.

The programme and deliverables per annum are mainly dependent on the participants' needs and the challenges that communities are usually faced with and are linked to the work of paralegals. Some of the learning components that have remained the same over the years have been: building legal literacy, organisational capacity, and advocacy skills. Furthermore, the curriculum development per annum is also informed by the partners, who collectively plan and execute the school based on an agreed theme and rationale

The school's main objectives are:

- Enhanced legal and governance knowledge, particularly on human rights systems, and service delivery processes.
- Practical tools and methodologies for engaging communities, analysing power dynamics, and responding to complex social and governance challenges.
- Increased confidence and leadership capacity, especially for women paralegals
- Opportunities for peer learning and networking
- Improved ability to navigate sensitive contexts.

3. Programme details

Target audience	100 Paralegals
Duration of programme – years to be evaluated	Three years
Partners	- North West University - Black Sash - Community Advice Offices South Africa (CAOSA)
Geographic footprint of where participants come from	National
Core activities	Week-long immersive learning through workshops

4. Purpose of the Evaluation

While the programme has been in existence for over ten years, there has not yet been a comprehensive evaluation of its overall design, implementation, outcomes, or impact. Although this evaluation will focus primarily on the past three years of programme implementation, the broader aim is to assess the schools effectiveness, evaluate the school's impact on the sustainability of the social justice sector, identify areas for improvement, and surface outcomes emerging from the evaluation process and data collection.

The evaluation is intended to generate practical learning to strengthen future programme design and delivery, and to provide actionable recommendations for the school and partnership's consideration.

This evaluation will take a formative, learning-oriented approach, while incorporating summative and process evaluation elements to assess programme effectiveness, emerging outcomes, and implementation fidelity.

The intention is not only to assess recent performance but also to inform the programme's future direction regarding sustainability and quality programme improvement.

The evaluation should assess the following components:

- Programme and partnership effectiveness
- Relevance of the School, its teaching and topics
- Coherence
- Efficiency
- Sustainability of the School in its current form
- Lessons learned
- Recommendations for programme strengthening

5. Core Evaluation Questions

1. To what extent was the DOS implemented as intended over the past three years, and what key adaptations were made? (*Fidelity*)
2. How effective has the programme been in strengthening participants' legal knowledge, leadership capacity, and advocacy skills? (*Effectiveness*)
3. What observable changes (if any) have occurred in participants' practice or in the functioning of advice offices as a result of the school? (*Effectiveness / Outcomes*)

4. How relevant is the programme content and approach to the needs of paralegals and the communities they serve? (*Relevance*)
5. How effective are partnership arrangements in supporting delivery? (*Partnerships*)
6. How efficiently are programme resources (time, facilitation, funding) being utilised, and are there opportunities to improve delivery without compromising quality? (*Efficiency*)
7. What key lessons have emerged, and what practical recommendations can strengthen future programme design and implementation? (*Learning & Recommendations*)

6. Methodology

The preferred methodology for this evaluation is a mixed-methods approach that draws on both qualitative and quantitative data. This will allow for a comprehensive assessment of the programme by triangulating existing programme documentation with data collected from the programme participants.

The programme has some materials available, and access to a sample of past programme participants can be facilitated to support primary data collection, together with the programme staff from the various partners who have collaboratively executed the programme over the years.

7. Expected Deliverables

- Inception Report
- Data collection tools
- Draft Evaluation Report
- Power point Presentation slides summarising the findings
- Final Evaluation Report with recommendations

8. Scope

- Programme implementors – partners involved in programme design, planning and the running of the school
- Partner staff members who facilitated some of the sessions in the school
- External expert facilitators - invited to facilitate specific sessions in the various learning streams.
- Partner staff members - involved in the planning, administration, and implementation of the school.
- Programme participants - Paralegals who have participated in the school for the last three years.

9. Evaluation parameters

Time line	The evaluation is intended to be completed in three months, from the agreement with the selected service provider.
Roles and responsibilities	SCAT will provide: 1. Relevant programme documents, 2. Access to sample programme participants, 3. Access to other partners and stakeholders Evaluator: 1. All the expected deliverables noted above 2. Budget and cost breakdown 3. Evaluation design 4. Comprehensive data collection tools 5. Quality assurance 6. Data analysis
Budget	Maximum budget is R200 000 (Two Hundred Thousand Rands)

10. Ethical considerations

The evaluator must ensure informed consent, confidentiality, data protection, and sensitivity to potentially traumatic community experiences.

11. Ideal Competencies:

- High-level capability in programme design and implementation
- Strategic and technical capability in evaluation design and implementation
- Some knowledge and experience working with community-based organisations is preferred
- Demonstrated project management capacity
- Demonstrated research and evaluation skills in undertaking project research and evaluation involving NGOs, CBOs, consultants and possibly funders

12. Intellectual Property

The service provider should seek permission to use any data from the research; such permission will not be unreasonably withheld, provided the data will make a positive contribution to the sector. All reports and presentations emanating from such data should acknowledge the relevant stakeholders, and copies should be shared with SCAT.

The results of the findings will be shared with the broader sector and other stakeholders, including SCAT funders, other CBOs with which SCAT may work in the future, and key identified role players in the NGO sector.

SCAT will retain ownership of all final reports, tools, and outputs, and all data collected through the evaluation must be stored securely in accordance with ethical and data protection standards.

13. Submission process for this call:

Interested evaluators and evaluation companies must submit the following:

- A brief outline of how you understand the task
- An outline of the evaluation design and evaluation logic. This includes outlining a process, methodology, data collection strategy, instruments and data analysis.
- Specifying any ethical requirements
- A detailed plan and budget.
- Timeline with key deliverables (project plan)
- Capacity, experience and expertise of the organisation and team that will undertake the evaluation.
- List of team members. This includes short bios of the team leader and researchers/evaluators.

Make your submission only using this link:

<https://docs.google.com/forms/d/e/1FAIpQLSeqRmm-FLEy80ybwUCIFjV8XvwiKkSmvcfzI5jXyXjnSxj0MA/viewform?usp=dialog>

Applications for this call close on **Monday 15 June 2026**

For further enquiries please email info@scat.org.za