**Technical Question Response Template HBYW Evaluation Partner**

**Please read the service specification as attached, please answer all questions following what has been stated in the ITT documentation.**

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| Question Number  | Weighting (%)  | Page number/ word count   |
| Question 1  | 30%  | 1200 words  |
| Question 2  | 10%  | 600 words  |
| Question 3  | 10%  | 600 words  |
| Question 4  | 20%  | 800 words  |
| Question 5  | 15%  | 800 words  |
| Question 6  | 10%  | 400 words + CVs  |
| Question 7  | 5%  | 400 words  |

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| **Question number** | **Questions** | **Number of Words** | **Weighting**  |
| 1 | Please outline your proposed methodological approach to each element of the requirement, and your rationale for this, demonstrating your understanding of the aims and objectives of the project. * In particular please identify approach designing a quasi-experimental design, including identification of an appropriate control group.
* Any additional research questions you think would be relevant as part of this evaluation.
 | 1200 | 30% |
| Please provide your response here. (If required please start on new page) |
| 2 | Please outline your approach to project management for the research in a **detailed delivery plan**. This should: * Reflect key milestones and how they will be met,
* Set out key staff roles and responsibilities provide a risk register & detailed timeline for project delivery.

Please also provide **a detailed risk register**. This should:  * Identify key risks and specific mitigating actions you will take,
* Refer to issues encountered in previous evaluations that limited the ability to measure impact.
 | 600 | 10% |
| Please provide your response here. (If required please start on new page) |
| 3 | Please outline how you will (1) **overcome difficulties in terms of data collection and access,**  This should include: * How you will tackle issues relating to data access (where possible you should draw from examples highlighted in previous evaluations),
* How you will ensure high research ethics standards in the use of data and demonstrate experience securing research ethics approvals (particularly in a health-based context),
* Demonstration of previous experience gaining access to and working with administrative data sets (in particular, NHS systems & crime data),
* Details on how you propose to work with delivery partners and hospital stakeholders to engage with young people to obtain consent for long-term follow up engagement.

 (2) Approach to **data management and analysis** (of both qualitative & quantitative data). This should include: * Plans to work with sensitive and personal identifiable information,
* Data sharing & storage of data,
* Analysis of data and ensuring the validity of findings.
 | 600 | 10% |
| Please provide your response here. (If required please start on new page) |
| 4 | Please outline your **proposed research outputs** and your approach to development: This should include: * Description of your approach to the interim & final reports as well as materials for regular updates to the VRU & delivery partner,
* Your approach to the communication of findings and how you will make learning engaging to a wide variety of audiences (in particular, delivery partners, VRU stakeholders, hospital/ clinical practitioners & community stakeholders),
* Your approach to the accessibility of research outputs (including your approach to/ relevant experience sharing findings & feedback with users),
 | 800 | 20% |
| Please provide your response here. (If required please start on new page) |
| 5 | Please demonstrate **an understanding of the youth work sector and healthcare-based interventions**.  This should include: Your approach to  working with patients/ young people affected by violence and exploitation using research methodologies that reflect an understanding of the issues they face. In particular, your approach to recruiting participants from ‘hard to-reach’ groups, including strategies taken to encourage participation, * Examples of previous work with young people, including the use of engaging, dynamic approaches to understanding and conveying lived experiences (e.g. vital storytelling, video diaries, audio/visual etc.),
* Your approach to working with delivery partners and grassroots community partners involved in violence prevention,
* Experience taking a culturally responsive approach and ensuring accessibility for participants.
 | 800 | 15% |
| Please provide your response here. (If required please start on new page) |
| 6 | Please provide **an overview of all staff who will work on the project**, **in particular providing details of any academic of clinical research partners.** * The response should include which elements of the requirements will be attributed to each and the number of days they will contribute. (Ensure this is reflective of the details in the pricing schedule).
* This should demonstrate their experience and suitability to undertake this work to time and quality. Please also attach a summary CV for key staff, to provide more detail on this.
 | 400 + CVs  | 10% |
| Please provide your response here. (If required please start on new page) |
| 7 | Please demonstrate **how your proposal will offer social, economic or environmental benefits to London and the community**.   Your response should include your Social Value commitment as a result of winning the contract and should be SMART (specific, measurable, achievable, realistic, and timely.)   Examples could include (but is not limited to):  * Number of new apprentices to be created by your organisation as a result of this contract.
* No. of New Jobs to be created by your organisation as a result of the contract.
* Whether you pay the National Living Wage as a minimum to everyone working on the contract.
* Number of individuals to be provided with work experience (minimum 5 days)
* Unemployed residents to be supported into work
* What support will be offered to local community organisations to support their development
* Donations to be made to local community funds to support local causes (Value)
* Support to be provided for local businesses to assist them to survive and grow (No. expert hrs)
* Reduction of carbon footprint to net zero and adapting to climate change (%CO2 reduction)
 | 400 | 5% |
| Please provide your response here. (If required please start on new page) |