**Strengthening and Empowering Delivery of the Covenant - Evaluation and Support**

**Clarification Document**

|  |  |  |
| --- | --- | --- |
| Ref | Question | Response |
| 1 | Would you prefer to host these online tools yourselves or are you looking for an alternative provider to host? | The Digital Toolkit will be hosted by the Trust. Please see paragraph 2.8 of the Specification in the ITT. This reads: “2.8 The Digital Toolkit will be hosted on the Trust’s website. The Trust is currently developing an online repository to enable better dissemination of resources developed by grant holders. The development of the repository is not in the scope of this Contract. The Contractor must ensure that resources are compatible with the technical specifications of the online repository. The repository will have the capability to host e-learning modules produced to SCORM specifications. Any e-learning content included in the Digital Toolkit must be SCORM compliant.”  |
| 2 | Please could you clarify whether any part of the Digital Toolkit or other deliverables are expected to be translated into Welsh? | Bidders must cost (within the Trust’s stated budget) for translation for all potential public facing deliverables, i.e. Digital Toolkit content, Interim Evaluation Report and the Final Evaluation Report. The Trust may during the contract decide not to translate the above or undertake the translation internally or through a third party.   |
| 3 | Can you detail the technical specifications of the online repository? Including Content Management System and server set-up  | The Trust is in the process of developing the repository and is not in a position at this stage to share further details other than those set out in the ITT.  |
| 4 | Regarding the implementation of the digital tool kit, can you confirm if the winning bidder will be responsible for upload and installation of developed resources within the repository, or if the Trust’s technical team will complete this element? | The Trust will complete this task.  |
| 5 | Can you clarify if you expect research to be carried out with end-users (those the programme is delivered to), or just those delivering the programme (local authorities, etc)? | We would expect research to be undertaken with local authorities as a minimum. It is up to bidder to decide if research with end users will add value to the evaluation. As mentioned in the ITT, the Trust does not wish to constrain Bidders in terms of the design and methods for the evaluation and is open to proposals that meet the aims of the Contract and that will address the issues listed in the ITT. Bidders must explain the design and methods of the evaluation, and how they will produce robust and relevant evidence in order to deliver the evaluation work stream.  |