Evaluation Criteria

**Evaluation Method:** Weighted Combination of Quality (60%) and Price (40%)

All responses to the Quality Questions will be assessed against the criteria set out, below.

| **score** | **Criteria for Awarding Score** |
| --- | --- |
| 0 | Considered to be a **poor response** on the basis that:   * No response is provided; or * It does not answer the question or is completely irrelevant. |
| 1 | Considered to be a **limited response** on the basis that:   * Overall, it lacks sufficient detail or is perceived to be unclear, meaning that evaluators are not confident that the criteria will be delivered to an acceptable level. |
| 2 | Considered to be an **acceptable response** on the basis that:   * It addresses most of the relevant criteria; and/or * The supporting detail is clear for the most part and provides evaluators with an understanding that the criteria it does address will be met to an acceptable level. |
| 3 | Considered to be a **good response** on the basis that:   * It addresses all relevant criteria; and/or * The supporting detail is clear and provides evaluators with confidence that the criteria will be delivered to a good standard. |
| 4 | Considered to be an **outstanding response** on the basis that:   * It addresses all relevant criteria; and/or * The supporting detail is clear and robust and provides evaluators with the utmost confidence that all criteria will be delivered to the highest standard. |

Project Plan

This initiative is a community model where the service development happens as close to where people live their lives than set in a ‘service’. Northamptonshire Public Health have funded a Voluntary / Community Sector organisation to support healthy eating and access to healthy food through the development of cooking, healthy eating and growing projects. There is one project in North Northamptonshire Council area led by Groundwork Trust and one in West Northamptonshire led by HOPE.

Each programme started in June/July 2022 and the initial contract is until 31st May / 30th June 2024.

June / July 2022 – January 2024: Establish the programme and map assets and develop partnerships. Develop community training and capacity building programme. Develop grant process and aim to open grant disbursement in 2023.

January 2023: Launch training and skills development programme. Implementation of the small grant awards.

January 2023– May 2023: Ongoing engagement with communities, delivery of training and support to build capacity in cooking and growing projects, monitoring of grants.

Each provider – HOPE & Groundwork have a series of measures as part of their specification to perform against . This includes quantitative and qualitative evaluation and reflection and regular case studies.

We require this external evaluation to conduct a process and impact evaluation of this initiative. The evaluation would track the implementation of training and development and the delivery into target communities and understand what helped, hindered the process and any key sustainability issues. We want to understand both the impacts on those taking part as well as the impacts within the focus communities.

It is expected that the grant recipient will have experience and evidence of community-based research and

• Develop a detailed mixed methods protocol detailing how the evaluation will explore the impact on those groups worked with, those trained and the wider audience benefiting from the programme.

• Secure any ethics approval if required

• Have a commitment to West and North Northamptonshire Councils that aligns with each of their priorities and aspirations.

• Produce a final report in March 2024 with recommendations to the commissioners.

• In partnership with Public Health, produce academic peer-reviewed journal articles.

Grant Term and values

The grant term will be for 12 months.

The funding available is £30,000.

It is expected that at least 80% of the budget will be on delivery of the requirements with a maximum threshold of 20% on full cost recovery.