**UKSPF YOUTH ENGAGEMENT SPECIALIST PARTNERSHIP OPPORTUNITY**

**EXPRESSION OF INTEREST RESPONSE TEMPLATE**

1. **Organisation Details**

| **Please provide details about your Organisation** | |
| --- | --- |
| Organisation Name |  |
| Registered Address |  |
| County |  |
| Post code |  |
| Website Address |  |
| Type of Organisation |  |
| Company Registration Number |  |
| VAT Registration Number |  |
| Name of main contact (nominated lead person) |  |
| Post title of main contact |  |
| Telephone Number |  |
| Email Address |  |
| Please indicate the current number of employees (not FTE) in your organisation |  |

1. **Minimum Requirements (Pass / Fail)**

|  |  |
| --- | --- |
| **CSW needs to ensure that Specialist Providers have certain policies in place to cover standards and compliance. Please confirm that you have policies/certification in place to cover the following areas.**  **Please supply copies of policies/certification for any areas marked in bold and with \* with the EoI form.**  **Copies of policies/certification not in bold and with \* will need to be provided at a subsequent contracting stage.** | |
| **Policy/Certification Required** | **Date of document** |
| **\*Public Liability Insurance** |  |
| **\* Employers Liability Insurance** |  |
| **\* Professional Indemnity Insurance** |  |
| **\*Health & Safety** |  |
| **\*Equality and Diversity** |  |
| **\*Safeguarding Children, Young People and Vulnerable Adults** |  |
| **\*Environmental and Sustainability** |  |
| **\*Data and Privacy** |  |
| **\* ICO Registration** |  |
| Anti-Bribery and Anti-Corruption |  |
| Modern Slavery and Human Trafficking |  |
| Corporate and Social Responsibility |  |
| Procurement |  |
| Ethics |  |
| Document retention |  |
| Complaints |  |
| **Good Growth Principles** | **Response** |
| Please confirm that your employees are paid a minimum of the Real Living Wage in-line with the Good Growth Plan principles | [Yes / No] + Comments |
| If you are not yet paying the Real Living Wage, please confirm you will be doing so by 01st January 2024 | [Yes / No] + Comments |

1. **Good Growth Principles and Information Security Standards (Scored Section)**

**Good Growth Principles**

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| --- |
| **Good Growth Principles** |
| **CSW want delivery partners to support Cornwall’s Good Growth principles esp. Real Wages, Social Value and the Environment.** |
| **Net Zero.** Please confirm whether your organisation has made a commitment to achieve net zero emissions. If yes, please provide your statement and or policy. If no, are you planning to make a commitment prior to 1 Jan 2024. Describe any positive actions you are undertaking to reduce carbon emissions. |
| (Max 300 words) |
| **Social Value.** How will your organisation help to deliver social value within Cornwall? What social value commitments is your organisation making? • Who will benefit from your social value commitments? How will your organisation measure and report its achievements against your social value commitments? |
| (Max 300 words) |

**Information Security Standards**

|  |  |
| --- | --- |
| **CSW want delivery partners to be working towards excellence in information security especially given that we are dealing extensively with personal data of Young People. Please supply copies of policies/certification for any areas marked in bold and with \* with the EoI form.** | |
| **Policy/Certification Required** | **Date of document** |
| **\*ISO27001** |  |
| If you don’t have this, are you working towards and what are the timeframes? |  |
| **\*Cyber Essentials** |  |
| If you don’t have this, are you working towards and what are the timeframes? |  |
| **\*Cyber Essentials Plus** |  |
| If you don’t have this, are you working towards and what are the timeframes? |  |

1. **Delivery Model – Infrastructure (Scored Section)**

|  |  |
| --- | --- |
| List Delivery sites |  |
| List Outreach sites – if applicable, please also detail how you’ll deliver from outreach sites |  |
| Anticipated participant numbers over the contract life (assumed 15 months) – *further discussions will take place prior to agreement and submission* |  |
| Please detail:   * How you would resource this project * Is recruitment of staff required * Will you be able to offer a blend of online/face-to-face delivery * Local area knowledge * Ability to access participants * Ideally we would like all young people to have access to the same or similar services across Cornwall. Please detail the geographical reach you will have across Cornwall * Can you provide services to the Isles of Scilly? | |
| (Max 800 words) | |

1. **Delivery Model – Delivery Model and Activity (Scored Section)**

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| --- |
| **Delivery Activity/Model**  **Please detail:**   * **Which areas of the specification will you cover** * **What are your key target groups** * **The types of activity which will be undertaken** * **Which outputs/outcomes will your activity contribute to** * **Details of proposed delivery model** * **Describe innovative features of your model** * **Detail any participant costs to help remove structural barriers. The value should be included in Section 7.** |
| (Max 800 words) |

1. **Track Record and Mobilisation – Track Record (Scored Section)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **To get a better understanding of the breadth of your organisations experience, on which projects has your organisation been a delivery partner.**  **We’ve included some examples to help guide the completion of the table.**  **Please limit the projects to a maximum of 5 contracts, 3 KPI per contract, all of which must have been live within the last 5 years (i.e., from Jun 18 to date).** | | | | | |
| **Name of Project** | **Funder** | **Target Descriptor** | **Contract Profile** | **Actual Achieved** | **% achieved** |
| **Completed Contracts** | | | | | |
| e.g., COMPASS | ESF | No. of Beneficiaries | 260 | 227 | 87% |
|  |  |  |  |  |  |
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| **Live Contracts** | | | | | |
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1. **Value for Money - Costs (Scored Section)**

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| --- | --- | --- | --- |
| **Based on the target numbers you believe you can achieve, please summarise your estimated costs below.**  **You will not be required to factor in elements such as marketing, which will be managed centrally through CSW.**  **Please include a total estimate of participant costs you would like included, to support participants overcome potential barriers such as travel costs, childcare, work clothes.**  **This will not commit you to any figures, it is designed to give a broad understanding of your anticipated financial requirements for the proposed delivery model you have already disclosed within this EoI.** | | | |
| **Category** | **2023/24 Jan 24 – Mar 24 estimate** | **2024/25 Apr 24 – Mar 25 estimate** | **Total** |
| Direct staff costs (salaries, NI, pension) | £ | £ | £ |
| Indirect Costs (15% of staff costs) | £ | £ | £ |
| Participant costs | £ | £ | £ |
| Other Direct costs (expenses, facilities) | £ | £ | £ |
| Other | £ | £ | £ |
| **TOTALS** | **£** | **£** | **£** |

1. **Value for Money - Intervention Targets/Volumes (Scored Section)**

|  |  |  |  |
| --- | --- | --- | --- |
| **There are a set number of SPF interventions relevant to this invitation.**  **The quantifiable targets below are for the OVERALL project bid and each successful delivery partner will need to contribute towards these targets.**  **As an estimate, how many outputs would your organisation contribute over the proposed duration of the project?**  **This section is NOT seeking a contribution to ALL the interventions for each specialist provider. Enter numerical values against those interventions which are relevant to your proposal. Further information on the outputs / evidence can be found on the UK Shared Prosperity Fund gov.uk website:** [**Interventions, Objectives, Outcomes and Outputs – England (publishing.service.gov.uk)**](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1068875/UKSPF_England_Outputs_and_Outcomes.pdf)    **PLEASE NOTE THE PROJECT OVERALL TARGETS BELOW ARE FOR THE TOTAL £2m YOUTH ENGAGEMENT CONTRACT. AS SUCH THIS SPECIALIST PROVISION EIO COMPONENT IS EXPECTED TO MAKE A SUBSTANTIAL CONTRIBUTION BUT IS NOT EXPECTED TO DELIVER ALL THE TARGETS.** | | | |
| **Intervention** | **Output** | **Project Overall Target** | **Proposed Contribution** |
| E33 – Employment support for economically inactive people: Intensive and wrap-around one-to-one support to move people closer towards mainstream provision and employment, supplemented by additional and/or specialist life and basic skills (digital, English, maths\* and ESOL) support where there are local provision gaps. | Number of economically inactive people engaging with key worker support services | 351 |  |
| Number of economically inactive people supported to engage with the benefits system | 135 |  |
| Number of socially excluded people accessing support | 135 |  |
| Number of people supported to access basic skills courses | 47 |  |
| Number of people accessing mental and physical health support leading to employment | 148 |  |
| Number of people supported to engage in job searching (numerical value) | 364 |  |
| Number of people receiving support to gain employment | 270 |  |
| Number of economically inactive individuals engaging with benefit system following support | 40 |  |
| Number of active or sustained participants in community groups as a result of support | 27 |  |
| Number of people reporting increased employability through development of interpersonal skills funded by UKSPF | 121 |  |
| Number of people in supported employment | 27 |  |
| Number of people engaged in job searching following support | 189 |  |
| Number of people in employment, including self-employment, following support | 94 |  |
| Number of people with basic skills following support | 27 |  |
| E34 – Courses including basic skills (digital, English, maths (via Multiply) and ESOL), and life skills and career  skills\*\* provision for people who are unable to access training through the adult education budget or wrap around support detailed above. Supplemented by financial support for learners to enrol onto courses and complete qualifications | Number of people supported to engage in life skills | 312 |  |
| Number of people supported onto a course through providing financial support | 187 |  |
| Number of people supported to gain a qualification | 81 |  |
| Number of people in employment, including self-employment, following support | 112 |  |
| Number of people in education/training following support | 125 |  |
| Number of people with basic skills following support | 62 |  |
| Number of people experiencing reduced structural barriers into employment and into skills provision | 187 |  |
| Number of people gaining a qualification or completing a course following support | 81 |  |
| E35 - Activities such as enrichment and volunteering to improve opportunities and promote wellbeing | Number of people supported to participate in education | 154 |  |
| Number of volunteering opportunities supported | 112 |  |
| Number of people taking part in work experience programmes | 112 |  |
| Number of people in employment, including self-employment following support | 112 |  |
| Number of people in education/training following support | 84 |  |
| Number of people experiencing reduced structural barriers into employment and into skills provision | 280 |  |
| Number of people familiarised with employers expectations, including, standards of behaviour in the workplace | 140 |  |

1. **Partner Declaration**

I confirm that we ( ) are able to deliver within CSW’s supply chain for the Cornwall UKSPF People and Skills Youth Engagement programme in line with the Labour Market and Skills Strategy and its Good Growth Investment Plan.

I confirm that the information provided in this Expression of Interest is accurate and correct.

I confirm that this document is related to an Expression of Interest stage only and is not a commitment from our organisation to enter into a legally binding contract from either party.

I understand that the Expression of Interest is no indication that our organisation will be chosen and contracted to deliver any of this work for CSW.

I confirm I am authorised to submit this EoI on behalf of the organisation

Signed (electronic):

Name:

Position:

Organisation:

Date (dd/mm/yyyy):