



European Union
European Regional
Development Fund

Opportunity to supply independent final project evaluations for Cumbria Business Growth Hub and for BSUS Business Start-Up Support

Cumbria Chamber of Commerce has a requirement for independent final evaluation reports for the current ERDF supported Cumbria Business Growth Hub and BSUS projects. These will form part of their Summative Assessments.

The ERDF Growth Hub project supports businesses throughout Cumbria looking to grow and enhance their competitiveness. It is a partnership project with Lancaster University Management School, led by the Chamber as accountable body.

The BSUS project supports individuals throughout Cumbria looking to start-up in business and young businesses in their early years of trading. It is a partnership project with the University of Cumbria, led by the Chamber as accountable body.

The reports will need to consider the impact of the current ERDF projects as they approach their ends and suggest lessons learned/good practice/opportunities which should be taken forward in subsequent delivery. The current ERDF Growth Hub project ceases delivery at the end of December 2018. The current BSUS project ceases delivery at the end of March 2019.

The evaluations should cover the following key aspects:

The evaluations should cover the points set out under questions 1-6 in the attached Summative Assessment report template, with the summary comments for the Summative Assessment report supported by more detailed information and comments where appropriate.

You will be provided with copies of the Logic Models and relevant performance data, as well as other relevant supporting information and the opportunity to interview relevant members of the project delivery teams.

Provided with this brief is a copy of the Summative Assessment report template and ERDF Summative Assessment Guidance.

Proposals should set out:

- How you would deliver our requirement, including mechanisms, processes and reporting
- Demonstration of sufficient staff resources and the requisite experience, including CVs of key personnel who would be involved in the work
- Your track record and experience
- Availability to complete the work within the required timescales
- Pricing
- Two relevant references

Proposals will be assessed according to the following criteria:

- Delivery of our requirement, including mechanisms, processes and reporting
- Demonstrable relevant experience and track record
- Capacity to deliver within the required timescales
- Value for money

Budgets:

A budget of up to £5,000 including VAT is available for the Growth Hub report.

A budget of up to £5,000 including VAT is available for the BSUS report.

Timescales:

For the Growth Hub, the draft report must be provided by 31st December 2018, with the final report to be agreed by Monday 21st January 2019.

For BSUS, the draft report must be provided by Monday 11th March 2019, with the final report to be agreed by Friday 29th March 2019.

Submitting your proposal:

Proposals must be sent by email to Richard Condrón, richardc@cumbriachamber.co.uk, to be received by noon on 21st November 2018.