

Swindon & Wiltshire Innovation 4 Growth Summative Assessment

Introduction

The University of the West of England, Bristol, runs several European Regional Development Funded (ERDF) projects. Each of these projects has an evaluation requirement known as Summative Assessment (SA).

We are looking for an external consultant to undertake the SA on our Swindon & Wiltshire Innovation 4 Growth Programme (SWI4G). SWI4G started on 1 October 2020 and SME activity ends on 31 December 2022. The budget for this work is approximately £10,000 inc. VAT.

SWI4G has 2 streams of activity:

- Business support grant funding, with grants between £10k and £40k for SMEs in Swindon & Wiltshire to help them undertake R&D (approximately 18 to be awarded)
- R&D and innovation workshops (up to 6 workshops with at least 30 participants)

Information about both activity streams can be found on the SWI4G website:

<http://www.innovation4growth.co.uk/>

Outputs

The University will work alongside the consultant to identify all appropriate data and contact SWI4G beneficiaries.

ERDF guidance on SA can be found through the .gov website:

<https://www.gov.uk/government/publications/evaluation-of-the-european-regional-development-fund-2014-to-2020> (ERDF Summative Assessment Guidance and ERDF Summative Assessment Guidance appendices).

The project is expected to provide the following:

1. The logic model (already done)
2. Summative Assessment Plan (to be completed on appointment of consultants)
3. The data monitoring template (completed quarterly by the project team)
4. The summative assessment summary findings and summative assessment report (to be completed by consultants)

The final report template that you will be expected to complete can be found within the Guidance Appendices document.

The deadline for submission of this work is 31 March 2023.

Applications

Applicants must demonstrate knowledge of ERDF Summative Assessment and have experience of undertaking this, or similar work, for other projects.

Applications will be assessed against the following criteria:

1. Relevant experience
2. Delivery plan
3. Value for money
4. Environmental sustainability

This information will need to be compiled into one document and submitted prior to the deadline. Please also provide us with your proposed fee for delivery of the above contract.

Please email this to kathryn2.sensier@uwe.ac.uk no later than 11.59pm on **18 July 2021**.