**Tests and Trials**

****

**Expression of Interest**

# Contents

[1. Contents 2](#_Toc57295192)

[2. Definitions 3](#_Toc57295193)

[3. Introduction 4](#_Toc57295194)

[4. Expression of Interest 5](#_Toc57295195)

[Annex A – Call Purpose and Scope 7](#_Toc57295196)

Annex B - Call Guidance and Evaluation Criteria

Annex C - Reimbursement Policy

Annex D - Proposal Development Form

Annex E - Draft Terms & Conditions

# Definitions

The following definitions will apply to all documentation relating to Test and Trials, Phase 3.

|  |  |
| --- | --- |
| Term | Meaning |
| Authority | Shall mean the Department for Environment Food and Rural Affairs |
| Call | Shall mean the competition process also referred to as a request for proposal (RFP) or invitation to tender (ITT) |
| Contract | Shall mean the binding terms and conditions which the Authority and the Supplier shall enter  |
| Defra | The Department for Environment Food and Rural Affairs |
| EOI | Shall mean Expression of Interest, the first stage in the competition process for Test and Trials |
| Full application process | Shall mean stage 2 of the Call. |
| Proposal Development Form | The form to be completed for Stage 2 of the Call, if pass criteria for stage 1 are met |
| Test | Proposals testing the key building blocks and fundamental questions of the E.L.M. scheme(s) |
| Test and Trial Officer | Defra representative from the Tests and Trials team, who liaise with Suppliers during implementation and delivery of the Test or Trial |
| Test and Trial team | Defra team responsible for design, implementation and delivery of the Test and Trial programme |
| Trial | Proposals researching new ideas and innovative mechanisms and how they could be built into the future scheme(s) |
| Services | Shall mean a Test or a Trial or both |
| Supplier | Shall mean any organisation submitting an EOI or Full application process in order to deliver the Services |

# Introduction

This form will enable the review panel to assess your proposal against the scope of Tests and Trials and priority areas, as detailed in Annex A, Call Purpose and Scope. Any queries or clarifications can be sent to ELMtestingandTrials@defra.gov.uk. The call outcome will be communicated by email from ELMtestingandtrials@defra.gov.uk. If this application meets the pass criteria as set out in Annex B, Call Guidance and Evaluation Criteria, a Tests and Trials Officer will be assigned to work with you in producing a Proposal Development Form (Annex C), which will be submitted for consideration by the review panel. This form will set out:

* What it is you will Test or Trial
* How you propose to undertake the Test or Trial
* How the proposed Test or Trial will address the priorities outlined in Annex A Call Purpose and Scope

**Please read through Annex A, Call Purpose and Scope and Annex’s B – D provided prior to completing this form**

|  |  |
| --- | --- |
|  **Proposal Ref:** |  This will be populated by Defra |
| **Proposal Name:** | This will be populated by Defra |
| **Tests and Trials Officer**  |  This will be populated by Defra |

# Expression of Interest

**Section 1. Proposer Details**

*This information will be used for communication purposes only and does not form part of the assessment*

|  |  |  |
| --- | --- | --- |
| **1.1** | **Name of lead Supplier / organisation** |  |
| **1.2**  | **Communication address, including postcode and telephone number. If applicable, please also provide registered address, company/charity number and VAT number.** |  |
| **1.3** | **Main contact name (if different from 1.1)**1. **Name**
2. **Email**
3. **Telephone**
 |  |

**Section 2. Declaration**

*This information will form a gateway assessment, ensuring the Supplier is eligible to apply for Tests and Trials funding*

|  |  |  |
| --- | --- | --- |
| **2.1** | **Are you legally entitled to operate in England?** | Choose an item. |
| **2.2** | **Are you currently, or have you previously been directly or indirectly, in receipt of other Tests and Trials or Defra funding?** | Choose an item. |
| *If yes, please provide brief details e.g. Test/Trial name and number* |
| **2.3** | **Having reviewed the reimbursement policy set out in Annex C, are you confident that the Test/Trial can be completed within these requirements? *Individuals and organisations will not make a financial profit from participating in Tests and Trials, however costs incurred in line with the reimbursement policy can be claimed.***  | Choose an item. |
| *If no, please provide brief explanation* |
| **2.4** | **Indicate the principal policy question(s) the Test/Trial will contribute to (see Annex A, Call Purpose and Scope)** |  |
| *Please identify here the principle policy question (as defined in Annex A) your Test/Trial will aim to answer.**If the Test/Trial will make a significant contribution to additional priority areas, please include here* |
| **2.5** | **To your knowledge, are there any additional factors which might impact on your eligibility to participate in Tests and Trials?** | Choose an item. |
| *If yes, please provide a brief explanation* |

**Section 3. Proposal Scope**

*The information provided here will form the core assessment against the scope and priorities of Tests and Trials, in line with the scoring criteria outlined in Annex B, Call Guidance and Evaluation Criteria.*

|  |  |
| --- | --- |
| **3.1** | **Please describe in no more than 500 words: the proposed Test or Trial; how it addresses one or more of the policy questions identified by this call (Please refer to Annex A, Call Purpose and Scope); the evidence you intend to collect by the end of the Test/Trial; and what relevant activities you will undertake to capture this.** |
| *Insert text here* |
| **3.2** | **Outline who will participate in the Test or Trial, including the number of farmers and land managers** |
| *Insert text here* |
| **3.3** | **What area (geographic location and scale) will the Test or Trial cover?** *(Provide a map or geographic description of the general area. For those areas with a clearly defined and recognised location, a landscape description will suffice, e.g. National Park)* |
| *Insert text here* |
| **3.4** | **Select the estimated duration of the Test or Trial** |
| Choose an item. |