



Moving on Tyne and Wear (MOTW) Programme

Project Plan and Budget Framework

Project Plan

Having reviewed the ITT documentation and the evaluation specification document, please provide details of how you plan to deliver this contract.

Within the project plan you should provide details on the following points.

Technical Experience & References

Using the same format as below please provide details of three contracts (case studies), ideally from the third sector, that are relevant to our requirements and best demonstrate your ability to fulfil this contract.

The total word count for each case study should be no more than 400 words. Bullet points are acceptable. By completing this Section, the Bidder agrees that Mental Health Concern (MHC) may contact nominated contract administrators to obtain references subjective to award.

(i) Customer Organisation	
Operational area	
Start & completion dates	
Contract Value	
Case study (max 400 words)	
(ii) Customer Organisation	
Operational area	
Start & completion dates	
Contract Value	
Case study (max 400 words)	
(iii) Customer organisation	
Operational Area	
Start & completion dates	
Contract Value	
Case study (max 400 words)	

Evaluation Methodology

Please provide details on what methodologies you envisage using to deliver this evaluation.

Team set up & Delivery

Please provide a breakdown of how your team will be set up to deal with this contract, and who will be involved in the delivery. Include CV's where relevant and confirmation of DBS checks. Also provide details of how the project will be delivered including a timeline.

Ability to Service Geography

Please outline your ability to work closely with stakeholders within the entire geography of the Tyne and Wear area. You should include details on your area(s) of operation currently and how you would envisage servicing the contract.

North East Socio Economic Climate

Tyne and Wear is currently experiencing some difficult economic and social challenges. Please describe your understanding of the North East socio economic climate, and how this knowledge will help you deliver this contract.

Partnership Working

MHC will be working in partnership with approximately 16 organisations to deliver the MOTW programme. Please describe and evidence any knowledge and experience you have of working within a partnership delivery structure.

Voluntary Sector Working and Relationship Management

MHC and the majority of our partners are classed as Charitable Organisations or Not For Profit. Please describe and evidence any experience you have of working with organisations of this type, and how you plan to manage these relationships to deliver the best service possible.

Commissioning and Funding Environment

MOTW is being funded by the Big Lottery and European Social Fund. Please describe your experience of working in a commissioning / funding environment, and how this will help you deliver this Evaluation and to assist in identifying future project sustainability.

Working with Vulnerable Adults

MOTW aims to work with people with health barriers to achieve real change in their lives, and progress them towards or into work. With that in mind the external evaluators will be working with potentially vulnerable adults with complex barriers towards work. Please describe and evidence any experience you have of working with vulnerable adults, including evidence of staff approachability and the ability to get honest answers from people of a variety of backgrounds.



Influencing Change

MHC will require the External Evaluator to identify lesson's learned, good practise etc. from throughout the programme and use this to provide reports and suggestions to influence the design of future services and the adoption of good practise. Please describe and evidence any experience you have of influencing policy (Nationally and locally) and effecting change to an organisations way of working, be that culturally or operationally.

Cost Benefit Analysis

MHC will be expecting the External Evaluator to provide a detailed Cost Benefit Analysis to help review the MOTW, and help fund future works. Please describe and evidence three examples of previous Cost Benefit Analysis that you have completed.

Added Value

Please provide a description of any added value you could bring to this evaluation.

Budget

Having reviewed the ITT documentation, including all relevant appendices, please provide details of the overall cost of delivery. Include a detailed breakdown of your costs. The cost should be broken down monthly to allow calculation of payments

The Budget for this work is expected to no more than £100,000.

- Costs to include VAT
- Costs to be in GBP