



Generation CashBack Invitation to Tender

6th April 2017

This brief outlines the requirements for the independent evaluation of Generation CashBack, a project managed by Youth Scotland and funded by CashBack for Communities.

Purpose of the CashBack for Communities Programme

The CashBack for Communities Programme takes monies recovered through the Proceeds of Crime Act 2002 and invests them into community programmes, facilities and activities largely for young people. Phase 4 of the Programme will run from 1 April 2017 to 31 March 2020 and will support the Scottish Government's aim to tackle inequalities by having a greater focus on young people from areas of deprivation and other disadvantaged young people.

Background

Generation CashBack has been funded as part of Phase 4 of the CashBack programme. It will be delivered by a Partnership Consortium of four of the largest volunteer-led voluntary youth work organisations in Scotland, comprising of:

- Scouts Scotland
- Girlguiding Scotland
- Boys' Brigade Scotland
- Youth Scotland

The CashBack Partnership Consortium emerged almost 10 years ago, as a result of discussions amongst the partner organisations about the low take up of Scottish Government Cashback funding for youth work. Originally the partnership existed to administer a small grants scheme to its memberships. This developed in Phase 3 to encompass leadership delivery and project-based work.

Generation CashBack

Phase 4 of the CashBack programme differs from previous phases in its much more targeted focus on disadvantaged communities. It centres around project delivery and growing membership in these communities. Please see Appendix 1 for a more information about the Generation CashBack project.

Outcomes

Generation CashBack is designed to support the achievement of the Scottish Government National Outcomes, including:

- Young people build their capacity and confidence
- Young people develop their physical and personal skills
- Young people's behaviours and aspirations change positively



- Young people's wellbeing improves
- Young people participate in activity which improves their learning, employability and employment options (positive destinations)
- Young people participate in positive activity
- Young people are diverted from criminal behaviour or involvement with the criminal justice system
- Young people contribute positively to their communities

Generation CashBack is expected to meet a range of targets and gather evidence on indicators that demonstrate we are contributing towards these outcomes.

Key Areas of Focus

1. Evaluation of Project Outcomes

1.1 Reports

Annual reports should demonstrate achievement against project outcomes articulated in the Grant Offer Letter, including any additional indicators provided by the organisation specific to their project. Reports should provide a quantitative data summary and commentary of the project's achieved outcomes, while also reviewing effectiveness of indicators used. Reports should also include detailed breakdown and aggregation of the SIMD demographic of participants, as well as information which reflects the attainments and positive destinations achieved by young people across the project. Commentary on any additional impact noted from project activity will also be expected.

1.2 Case Studies

Reports will be required to provide a qualitative data review and commentary of the project's case studies, demonstrating achievement of the project outcomes. A range of case studies is anticipated, demonstrating individual examples of impact and improvements felt by young people, presented using different media types (including video). A key element of the Phase 4 evaluation is raising the profile of CashBack activity and the case studies will help feed into this requirement.

1.3 Action Learning

The evaluation will be required to identify on-going learning as well as gaps in activities and support and make recommendations for refining Generation Cashback delivery along with developing future projects and partnerships that align with the CashBack outcomes.

2. Capacity Building

2.1 Workshops

A successful aspect of the consortium's Phase 3 project was a capacity-building approach to evaluation. This approach was carried out via themed workshops held 3 times a year and facilitated by the evaluation team. Operational staff and managers representing each organisation attended these workshops and valued these opportunities. We would like to build on this approach for Phase 4 with further capacity building opportunities.



2.2 Partnership working

The benefits and challenges of delivering the project as part of a partnership consortium should be considered throughout the project’s duration.

3. Exploratory Research

The following exploratory research should be carried out over the 3 year period:

3.1 Exploration into the added value of membership of the partner organisations, and the impact of this on sustainability of groups.

3.2 The impact of local development officer support and their role in creating and sustaining grassroots youth groups in disadvantaged areas.

3.3 Investigation into the appropriateness of SIMD as a measurement of deprivation.

Timeline

Task/ Output	Date
Contract Awarded	May 2017
Inception meeting and implementation plan agreed	End May 2017
Reporting templates agreed	End May/ Beg June 2017
Year 1 delivery, including data collection, quarterly case study production, 3 x evaluation workshops	May 2017 – March 2018
Production of Year 1 Annual Report	End April 2018
Year 2 delivery, including data collection, quarterly case study production, 3 x evaluation workshops	April 2018 – March 2019
Production of Year 2 Annual Report	End April 2019
Year 3 delivery, including data collection, quarterly case study production, 3 x evaluation workshops	April 2019 – March 2020
Production of Year 3 Annual Report	End May 2020
Exploratory research covering the 3 areas outlined above	May 2017 – March 2020

Guidance for Submitting a Tender

The following information should be included in a response:

- Name of the tenderer, status in the company/institution, and name of person for further contact (if different). Please include your risk management approach
- A brief statement detailing an understanding and analysis of the key purpose, specific objectives and scope of the project
- Details of the proposed approach and timescale with an explanation of how this approach will meet the project’s evaluation needs. It is anticipated that partner meetings, 1-2-1 participant meetings and focus groups with project participants will form part of the methodology
- Curriculum vitae, including relevant skills, knowledge and experience and time input in person days
- Details of previous experience in this type of research



- If relevant, please provide information about the skills and experience of the team who will work on the project including capacity to deliver and manage the project
- Any added value brought to the project
- A clear statement of the tender price and costs under the following subheadings:
 - Research/management staff costs
 - Equipment and materials
 - Travelling expenses directly related to the project (including any costs for attendance at meetings)
 - Overheads
 - Any other costs
 - VAT if applicable
 - Total

Contract Price

The maximum budget for this work is £70,000 over the 3 years, including VAT, expenses, costs and incidentals. Please provide a breakdown of your costs as indicated above.

References

Proposals should provide two references in support of their suitability of this work.

Length

We will not prescribe the length of each section but the submission should be less than 15 x A4 pages (font pt 12) in total, with no additional annexes.

Application Process

Written submissions should be returned in electronic format by 5pm Monday 1st May to jo.macdonald@youthscotland.org.uk. Interviews will be held in Edinburgh on Tuesday 9th May.

If you would like to discuss any aspect of this tender, please contact Jo MacDonald at Youth Scotland via the email or telephone number below:

Jo MacDonald, CashBack Senior Development Worker
Youth Scotland, Balfour House, 19 Bonnington Grove, EDINBURGH EH6 4BL
Email: jo.macdonald@youthscotland.org.uk
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APPENDIX 1

Generation CashBack Phase 4 Project Summary

Generation CashBack will achieve Scotland-wide delivery through proactive support delivered by Development Officers in a new outward looking approach for the Consortium, ensuring reach into new communities and to young people not currently able to access these opportunities. All 32 local authority areas in Scotland will be able to benefit from this funding. To reach areas of deprivation in every Local Authority, Generation CashBack will offer opportunities to those that fall in the top 20% most deprived data zones in Scotland, and within each Local Authority Area.

There are 4 strands to Generation CashBack:

- 1. Generation CashBack: Start-Up** - Targeted support to establish new member groups– 60 new self-sustaining groups (5 new groups per organisation per year) will be established in Scotland’s most deprived communities offering programmes of engaging activities that deliver achievement and skills not previously available. This work will be proactively delivered with the support of Development Officers, offering finance and training to support establishment costs to leave a self-sustaining delivery infrastructure. 900 young people benefit.
- 2. Generation CashBack: Grow** - Targeted support for existing member groups– 210 groups and units (17+ groups per organisation per year) in Scotland’s most deprived communities will introduce new and broader volunteering, participation, training and leadership opportunities to grow and develop achievement and skills of young people with proactive support from Development Officers. GC Grow will provide finance and training to resource these new activities. 4,200 young people benefit.
- 3. Generation CashBack: Lead**- Leadership and employability skills – 700 young people in Scotland’s most deprived communities and in Young Offenders Institutions will experience new training to upskill and improve their self-confidence, increasing their learning, leadership skills and employability. Delivery is open to young people outwith Consortium membership. This target number is not divided equally amongst the consortium partners like the other strands. Youth Scotland will be delivering the majority of GC Lead and has a target of 430 young people over the 3 year period (143+YP per year).



GC Lead Training options will include:

- Health & Wellbeing Mentoring
- Sport and Dance Leadership
- Decision Making Skills
- First Aid Training
- Social Action Training
- Leadership Skill
- Community Consultation Training
- Peer assessment Training
- Media Skills

- 4. Generation CashBack: Events** – 300 young people (100 per year) will benefit from these events which will provide a platform for celebrating attainment and achievement, and for young people to apply the skills learnt through delivery of peer training. These events will be facilitated and delivered by the young people who have been beneficiaries of GC Lead offering progression, testing the skills gained, and passing them on to new beneficiaries. Delegates will be welcomed from out with Consortium membership. These events will be a key focus for CashBack profile-raising and will be similar to the Strive and YPTTL national events we have previously delivered as part of Phase 3.