



**Tender Application Pack**

**Review of Youth Volunteering in Northern Ireland**

<p><b>1. Background</b></p>	<p>Volunteer Now is the lead organisation for promoting and supporting volunteering across Northern Ireland. We build recognition for volunteering and celebrate the contribution volunteers make. We provide access to opportunities and encourage people to volunteer. We are a resource for volunteer involving organisations providing support on involving volunteers, governance and safeguarding.</p> <p>The work of Volunteer Now is diverse and responds to the wide-ranging nature of volunteering in Northern Ireland. With a legacy stretching back 50 years, we work in partnership with an ever-growing number of organisations across the voluntary and community, public and private sectors.</p>
<p><b>2. Objectives</b></p>	<p>Volunteer Now seeks an appropriately qualified and experienced individual or consortium of individuals to undertake a review of youth volunteering in Northern Ireland.</p> <p>This work is required to shape programme development within Volunteer Now and to help inform policy development at a regional level.</p> <p>Aims:</p> <ol style="list-style-type: none"> <li>1. To understand key trends in youth volunteering in Northern Ireland compared to the rest of the UK.</li> <li>2. Raise the profile of youth volunteering with Stakeholders / Policy Makers.</li> </ol> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. Review existing datasets - continuous household survey, ARK and Young Persons Attitude and Behaviour survey to build a picture of youth volunteering in Northern Ireland.</li> <li>2. Review youth volunteering policy in Northern Ireland comparative to other UK</li> </ol>

	<p>jurisdictions.</p> <ol style="list-style-type: none"><li>3. Engage with young people and volunteer involving organisations about their views on youth volunteering and how their volunteering experiences could be improved.</li><li>4. Provide recommendations for future developments in youth volunteering.</li></ol> <p>Performance indicators:</p> <ul style="list-style-type: none"><li>• Literature and policy review</li><li>• Secondary data analysis</li><li>• 4 focus groups (14-16 year olds, 16-18 year olds, 18+ and volunteer involving organisations)</li><li>• Final report</li></ul>
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<p><b>3. Methodology</b></p>	<p><b>Step 1:</b> Agree final research parameters and timetable with steering group.  <b>Step 2:</b> Initial data and literature review  <b>Step 3:</b> With support from Steering Group members, organise on-line focus groups.  <b>Step 4:</b> Reflect on material gathered and submit final report</p>
<p><b>4. Budget</b></p>	<p>Budget up to £10,000 including VAT and expenses – to be paid in 2 parts, final payment subject to satisfactory completion of project.</p>
<p><b>5. Reporting</b></p>	<p>Initial meeting with steering group, then six weekly reporting. Final report end of January 2022.</p>
<p><b>6. Tender Process</b></p>	<p><b>Credentials Document</b></p> <p>Organisations who wish to be considered for this review should submit a credentials document that covers the following key areas:</p> <ul style="list-style-type: none"> <li>• <b>The Organisation/Consortium</b></li> <li>• <b>The Team:</b> Experience/ability of the proposed team/individual who will be working on the project.</li> <li>• <b>Case Studies:</b> Provide 2 short case studies that demonstrate a proven track record in similar work.</li> <li>• <b>Fee Structure:</b> Outline costings for the delivery of the project.</li> <li>• <b>Consideration of potential conflicts of interest if any.</b></li> </ul> <p><b>Proposal Document</b></p> <p>Organisations are asked to also submit a detailed proposal (no more than 6, A4 pages) clearly outlining:</p> <ul style="list-style-type: none"> <li>• <b>Proposed project methodology.</b></li> <li>• <b>Timings and reporting plan for development and delivery of the work</b></li> </ul>

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<b>7. Criteria</b>	<ul style="list-style-type: none"><li>• Ability/expertise to provide the specified research services</li><li>• Appropriateness of proposal submitted.</li><li>• Value for money.</li></ul>
<b>8. Submission Date</b>	<p>Submit response by no later than <b>2.00pm, 21st September 2021</b> to <a href="mailto:Jane.gribbin@volunteernow.co.uk">Jane.gribbin@volunteernow.co.uk</a> or by delivery to Volunteer Now, Skainos Centre, 239 Newtownards Road, Belfast, BT4 1AF. Late submissions will not be considered and will be returned unopened to sender.</p> <p>Start Date: October 2021 TBC</p>

Registered Office: Volunteer Now, 239 Newtownards Road, Belfast, BT4 1AF.  
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