



## **Understanding and Strengthening the VCSE Sector in Worcestershire**

### **Specification for Phase Three Quote/Tender**

A research and evaluation project led by the Worcestershire VCSE Alliance and funded by Worcestershire County Council.

#### **Background**

The Worcestershire VCSE Alliance is developing a research and evaluation project called Understanding and Strengthening the VCSE, funded by Worcestershire County Council.

The aim of this project is to build on existing information and intelligence gathered in phase one and two of this research project to achieve the following;

- a) Develop a more detailed picture of the services delivered by the VCSE in Worcestershire, and
- b) Identify the current issues, strengths, challenges, opportunities and areas for development for VCSE organisations in the county.
- c) Develop a better understanding of the gaps in services and potential impact on residents.

This information will be used by the Alliance to develop a VCSE strategy with delivery plans to strengthen the sector as a whole. We have formed a multi-agency Steering Group to direct this work. Phase one and two has been conducted by Tiller Associates.

Phase one of this work has been completed, which comprised the collation of information from a range of data sets in relation to VCSE organisations throughout Worcestershire. This work identifies the geographic reach and range of work being undertaken (See Appendix 1 for final report).

Phase two focussed on a VCSE Sector wide survey, led by Tiller Associates who are currently analysing responses of the survey. This information will be available to support the design of the interview and focus groups within this third phase.

In addition, the Worcestershire VCSE mental health provision report (2023) has also been undertaken and provides additional baseline information (see appendix 2 for final report).

These reports have and will identify clear next steps to take forward. We are looking to commission a robust phase of engagement and in depth qualitative research. This

work will need to ensure it assesses the VCSE services that support health inequalities and communities in our areas of highest need i.e. IMD and underserved areas.

The Steering Group has a maximum budget of £10,000 (plus VAT) to complete this research. This work will need to include;

Overall engagement and the delivery of focus groups and 1:1 interviews as outlined below. It also requires qualitative research management, attendance at steering groups, transcription of the interviews and focus groups and presentations of results and presentation at up to four meetings.

This data along with data from phase one and two will be incorporated into the final report.

### **Expression of Interest**

The Steering Group are looking for Expressions of Interest from a VCSE sector organisation or individual who works/has worked within the sector who can demonstrate a strong understanding of the VCSE sector in Worcestershire.

These specific tasks form the third phase of this project and focusses on 1:1 interviews and focus groups, building on the previous phases.

The appointed organisation/person will be responsible for:

1. In depth telephone interviews with a minimum of 24 VCSE organisations, exploring key themes arising from the online questionnaire responses in more depth, with a representative sample of respondents. Individual participants will represent multiple stakeholder groups (geography, purpose, size, type of organisation).
2. At least 8 face to face focus groups of target stakeholder groups as agreed by the project steering group.
3. Provide participants with the opportunity to add further detailed information into the research through wider engagement where needed
4. Work with the project steering group and Tiller Associates to develop recommendations to be included in the final report (which is to produced by Tiller Associates).
5. Presentations of findings at up to four meetings.

Expressions of interest will need to include a breakdown of the proposed approach, experience in relation to the task and a detailed budget.

If you or your organisation are interested in this opportunity, please submit an Expression of Interest to [esther@worcsalliance.org](mailto:esther@worcsalliance.org) by **12 Midday on Monday 16<sup>th</sup> September 2024** clearly outlining how you/your organisation meets the following criteria:

- An in-depth knowledge and understanding about how the Voluntary, Community and Social Enterprise operates as a sector.

- A high level of skills in conducting quality interviews and focus groups in accordance with ethical guidelines as set out by the relevant professional body
- The ability to use a qualitative research techniques to ensure that the right data is obtained in the most effective and accurate manner.
- Ability to engage effectively with people from a wide range of backgrounds including organisations working with communities of interest.
- The ability to analyse and evaluate research and translate complex information into easily digestible and high-quality documents.
- The ability to take a collaborative approach and is able to work effectively with the multi-agency steering group.
- The ability to meet the outcomes and outputs outlined in section 4
- Evidence of professional research association membership and/or research and engagement quality assurance processes in place
- Evidence of strong project management and co-ordination skills
- Evidence of strong report writing and action planning skills
- The ability to analyse complex information

For any further detail or to discuss the project, please don't hesitate to contact Esther at the above email.

Quotes will be assessed by a panel of VCSE and council representatives as the funders and scored against the key criteria outlined above with 40% of the score attributed to cost and 60% of the score attributed to the quality criteria outlined above.