

Drive development partner recruitment: FAQs

** Updated 17th May 2021*

This document lists answers to all questions asked by potential applicants and is updated regularly. If you want to clarify any of these or have additional questions, please email tara.rowe@socialfinance.org.uk.

Can I apply to deliver both projects?

- Yes, you can apply for both projects, or just one project.

If I apply for both projects, do I need to complete both application forms?

- Yes. We recognise there will be crossovers but they are different projects, so there are differences in the skills and experience needed.

Who can bid? *(updated answer 13th May)*

- Charities, CIC's, non-profit organisations, research bodies, independent consultants.
- Organisations can apply individually or as part of a consortium.

The project briefs stipulate one of the essential criteria is to 'be representative of racialised communities'. What is meant by this?

- We want the development partner/s to be from racialised communities because this development work is about racialised communities. We know that one organisation won't be able to represent all racialised communities, and that's not what we mean.
- It could be a by and for organisation, or a specialist team or project within an organisation (e.g. an academic institution).
- You can include how you meet the criteria in your proposal, and any how you will facilitate engagement with other communities more broadly.

Can I bid with other organisations?

- Yes, we're happy to accept consortium bids. We recognise that particularly for smaller organisations, they may not have capacity to do the whole project/s, or may have skills in a particular aspect of it but not the whole project/s.

I would like to bid but do not have capacity for the whole project. Could I apply for part of it and be partnered with another organisation by Drive?

- Unfortunately, we're unable to put partners together to form a consortium. However, we encourage you to join the online information event on the 5th May where there could be an opportunity to meet other organisations interested in the project who you can then approach directly.

How does a consortium work?

- A consortium is a group of two or more organisations that work in partnership to deliver a project. They may have different aspects of the project they take the lead on, and bring different skills and experience to the project.
- The consortium partners would decide who does what, and how they would allocate the budget.
- We would need one organisation to be the lead partner

What support will Drive give the development partner/s?

- We want to work alongside our development partner/s, and want this to be a supportive and collaborative relationship. We will agree regular project calls to agree timelines and look at where we can best support our partner's work, e.g. supporting with the administration of consultations or surveys.
- Drive has its own Research Evaluation & Analysis (REA) team who are available to carry out analysis of Drive and SafeLives data for the project.
- We're open to discussing what support would be helpful for our partner/s so please get in touch to discuss your specific circumstances, either before you apply or within your application.

If I don't register my interest by the deadline, can I still apply?

- Yes, you do not need to have registered your interest to apply. It just helps us know the level of interest.

When does the project have to be delivered?

- We anticipate the Workforce & Leadership Development project will be delivered Aug/Sept- March 2021 and the Culturally Responsive Interventions project July 2021- March 2022.
- If you have concerns about delivering to these timeframes, please contact us to discuss further.

What is the online information event?

- This is an informal event to hear more about the project, ask any questions you have about the briefs, and meet other individuals and organisations interested in the work.
- It is totally optional to attend.

- The event will take place on **Wednesday 5th May 14:30-15:30** on Zoom. Please email tara.rowe@socialfinance.org.uk to sign up and receive the joining instructions.
- We will share online any slides or information shared at the event.

How will people and organisations who are consulted through the projects be compensated

- We recognise that it is not fair or sustainable for small organisations or self-employed people to be expected to contribute their time and expertise at their own expense without payment or recognition. No individual or organisation should be out of pocket through supporting our work. We are keen to ensure that we appropriately compensate and acknowledge the contribution of smaller 'by-and-for' community organisations when we seek their expertise and advice.
- Drive will cover contributions and/or vouchers for participants of focus groups or interviews in accordance with Drive's Paid Contributions Policy. This will be funded separately to the fee paid to partner/s.

What areas of the UK do these projects cover? (updated answer, 6th May)

- These projects are funded by the National Lottery Community Fund England Committee and although that covers England, some of our other projects are in Wales, so there is potential to link in with Wales specific projects.

Questions raised at information event on 5th May

Please note: the information event included a presentation and the slides are published on our website. Key messages from the presentation:

- Within the project briefs we have set out the anticipated activities for each project. However, we expect that bidders will have additional or other ideas about how the projects could be delivered. The bids are an opportunity to set out your ideas on delivering the project and meeting the aims.
- We're keen to bring in the expertise and experience set out in the project briefs, and we want to work in a collaborative way with the development partners.
- There are four systemic gaps we're exploring with the systems change work: housing, children, LGBT+ and racialised communities. We know it's important that these strands of work link, and part of Drive's role will be to keep that focus and share learning across projects.
- The Drive systems change work is a 3-year project, and we are in year 2. These projects form the main work on racialised communities for year 2 and will inform the next steps for year 3.

Will you accept bids from multiple partners as a consortium?

- Yes, we will accept bids from multiple partners as a consortium. We require one organisation to be the lead, and one bid submitted on behalf of the consortium which outlines which organisations are part of the consortium and shows who would do what activities.

- We will appoint one bid (organisation or consortium) to each project – we will not split the funding for each project across multiple bids, and we will not form a consortium on organisations' behalf.
- Organisations/ consortiums can apply for one or both projects. If applying for both projects, they may only be successful for one – each application will be assessed against the criteria for that project.
- If applying for both projects, separate bids need to be submitted due to differences in the projects, and to enable clear assessment of the bids.

What's the application process?

- There is a template application form within the [project briefs](#) and includes a link to [guidance](#) on completing the application form.
- Bids can be submitted by using the form or through video recording. If using videos, the same sections need to be responded to.
- Applications will be assessed and those shortlisted will be invited for interviews.

How much is each bid worth?

- The workforce and leadership development project is up to £25,000, and the evidence building project up to £30,000.
- If applying for both projects, we will need to understand how you would deliver on both - how you would use the funding.

What are the timelines for the project?

Call for proposals released	26 th April 2021
Online information event	5 th May, 14:30 - 15:30
Register interest	12 th May
Clarification questions	17 th May
Deadline for submissions	26 th May, 12pm
Interviews	w/c 7 th June & w/c 14 th June
Successful partner notified	w/c 21 st June
Enter into contract	July 2021

Project delivery	<p>Workforce & leadership development: 6 months: Aug/Sept – March 2022</p> <p>Evidence building: 9 months: July/Aug 2021 – March 2022</p>
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Do organisations need to have a national reach or can they be local? For example, can consultations be in one area?

- Organisations could have either a national reach or be locally based.
- The learning from the projects needs to have a national reach, so it could be that consultations are carried out locally and learning from these are used to inform a national approach.
- We're open to ideas about how to meet the project aims.

How formal do consortium partnerships need to be?

- There's no stipulation on how the consortium is formed.
- For the bid you need to agree the lead partner, responsibilities and activities, how you'll use the budget, and how you'll work together.
- We will enter into a contract with the lead partner, and payment of funding will be to that partner who will then be responsible for transferring agreed funding to the other partners.
- We recommend that organisations have a Memorandum Of Understanding that includes ways of working, any pre-agreed split of activities or specialisms, and financial breakdown.

In the workforce and leadership development project, is it just talking about within perpetrator services or wider VAWG and other services too?

- The aim of the project is to develop an approach which will help increase representation from racialised communities within the perpetrator sector workforce, and this is also recognised as an issue within the wider domestic abuse sector. This has been raised as one of the barriers for service users when accessing support.
- The project will identify options to address this. In the two focus groups we facilitated with grassroots by and for organisations, participants fed back that workforce development could be aimed at a wide range of practitioners – from VAWG services, therapeutic services, and social care such as housing, children's services etc. (the focus group summary is [here](#)).

New questions added 13th May 2021

If submitting a video application, do all consortium partners need to be on it?

- Not necessarily, that is up to you. In the same way that a written application is submitted by the lead partner, you may have one partner record a video on the consortium's behalf, or you may do different sections – there's no set requirements.

Do all consortium partners need to each have all the 'essential expertise and experience'?

- No. Consortia give the opportunity for organisations to bring together different expertise and experience.

New questions added 17th May 2021

Can an individual/organisation be part of more than one consortium bid?

- Yes, as long as they are not the lead bidder on either proposal.
- We expect that individuals would want to agree this with other members of any consortia they are bidding with.

Is it ok to submit the cost breakdown and project plan on excel?

- Yes. You can submit additional documents (in any format including video) alongside the core application form template.
- Please indicate clearly in your application if we should refer to any additional documents when reviewing your application responses.

How many people are you allowed to bring to interview?

- There is no upper limit however we suggest 2-3 people.
- We recommend you agree in advance who will lead responses to which questions in the interview.