**Disabled Parental Employment Support Fund**

Scottish Government funding managed by Capital City Partnership for City of Edinburgh Council

Capital City Partnership have been responsible for undertaking research and coproduction work in order to design and deliver work under the Disabled Parental Employment Support Fund. A group of services have been commissioned to deliver projects over a short period, to make best possible use of remaining funding under this remit. We would like to contract an evaluation consultant to evaluate the work over the period December 2022 – April 2023, with the aim of assessing the effectiveness of the approach and the impact on parents with disabilities.

If you would like to submit a bid for the evaluation work, please email your response to Georgina Bowyer by Friday 2 December 2022 via georgina.bowyer@capitalcitypartnership.org.

**Timescale**

Bid response closes: Friday 2 December 2022, 5pm

Provisional interview date: Tuesday 14 December 2022

Project commences: Monday 19 December 2023

Final Project Report produced: June 2023

**Budget: £9,950 (inc. VAT)**

Georgina Bowyer

Grants and Development Officer

Capital City Partnership

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Direct line 07762428581

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[www.joinedupforfamilies.org](http://www.joinedupforfamilies.org)

**Evaluation of the Disabled Parental Employment Support Fund programme in Edinburgh 2022 / 2023**

**Background**

**Disabled Parental Employment Support Fund (DPESF)**

The Parental Employment Support Fund (PESF) is provided by Scottish Government to support parents into work and in work. Allocations are made to local authorities across Scotland, to spend on projects and services relevant and appropriate to their location and context.

In 2021, the Scottish Government made an additional investment of £5 million to enhance support for disabled parents through the Parental Employability Support Fund (PESF). This additional ring-fenced funding stems from the commitment within *A Fairer Scotland for Disabled People - Employment Action Plan (2018)* to invest up to £6 million by 2022, to identify and address barriers faced by unemployed disabled parents in entering and sustaining employment. This funding is part of the £50 million investment from the *Tackling Child Poverty Fund* and complements £9.45 million of resource already made available in 2019-21 through PESF.

The DPESF funding is provided with a clear purpose and very specific outcomes – to support unemployed disabled parents to progress towards and into employment. The Scottish Government points to the significant impact the COVID pandemic has had on the employment prospects of disabled parents and suggests that the investment will support new and innovative action to support disabled parents and help to drive progress both towards halving the disability employment gap and toward the ambitious child poverty targets.

The Government set out that local authorities should be innovative in their use of this funding to deliver additional targeted support. They asked for co-production of local solutions with disabled parents and relevant organisations.

**Capital City Partnership**

Capital City Partnership is an Arm’s Length External Organisation (ALEO) of City of Edinburgh Council and responsible for managing employability services in Edinburgh. Our key tasks are to advise, support and develop the city’s Jobs Strategy, and to contract, performance manage and improve outcomes from funded employability services. We also work closely with employers through our Joined up for Business strategy, and we’re a key stakeholder and delivery partner in the Edinburgh and South East Scotland City Region Deal, supporting the Integrated Regional Employability and Skills (IRES) programme. We also attract broader funding to tackle poverty and inequality beyond the employability remit, and coordinate partnership approaches to support people, families and communities. You can view our website here <https://capitalcitypartnership.co.uk/>.

**Joined up for Families**

Joined up for Families is a team within Capital City Partnership working with services tackling inequality and poverty for the six priority family groups identified by the Scottish Government. These are one-parent families, minority ethnic families, families with a disabled adult or child, families with a younger mother (under 25), families with a child under 1, and larger families (3+ children). The projects managed by the Joined up for Families team are varied. Most are contract managed, with some smaller elements delivered in-house. You can read more here <https://joinedupforfamilies.org/>.

**Programme Design and Development**

Management of Edinburgh’s DPESF funding was passed to Capital City Partnership August 2022. Project spend had been delayed due to the Covid pandemic and difficulty with engaging disabled parents. During April – June 2022, Capital City Partnership undertook research and co-production work to assess how best to allocate these funds. The recommendations in this research have provided a basis on which to build the DPESF programme.

We have been working to develop projects with relevant organisations across the city. Core supported employment for people with disabilities and long-term health conditions is contracted through the All in Edinburgh consortium, who are experienced and established in delivering this work. We have sought to bring family support organisations onto the programme, recognising that they are often community-based and already engaging with many parents with physical and mental health difficulties. We want to create a holistic service that effectively engages with parents and that can provide for a variety of needs, including support with mental health and wellbeing, advice about welfare, benefits and income maximisation and information about childcare, as well as providing traditional employability support such as accessing education, training and voluntary work; working on CVs; or completing job applications and attending interviews.

Please see the research report for more background on the approach. The will consist of small grants to 7 family support organisations, money and childcare advice and ongoing support beyond the end of the programme.

An important component for us in the programme is to build connections between these organisations and to explore whether a more holistic approach of blending family support and employability is effective and impactful for parents and families. Contracted providers are asked to attend 3 training and networking events during the course of the 6-month programme.

**Evaluation Specification**

**Aims of the evaluation:**

1. To assess the overall impact of the approach, particularly the decision to fund family support organisations as well as an employability provider.
2. To assess the effectiveness of the programme in reaching parents with disabilities and supporting them to progress towards employment or to sustain employment.
3. To assess the impact on the organisations involved in terms of whether involvement with the programme changes their approach to working with parents, aids new learning and development, or generates new ideas or ways of working for the future.
4. To make recommendations around whether this way of working should continue or how it could be adapted to be more effective, in the event of further funding being available.

**Components of the evaluation:**

Potential components of the evaluation are as follows. Methods could be selected and honed as appropriate in order to meet the aims of the evaluation, and to remain within budget.

* Surveys and/or focus group and/or interviews with service providers
* Surveys and/or focus group and/or interviews with parents receiving services
* Interview with contract manager(s) at CCP
* Reports from our Helix database showing number of clients, the engagement they have had with the service(s) and outcomes achieved

**Reporting:**

The DPESF contracts end on 31 March 2023. We would expect evaluation activity to take place during March / April and for a draft report to be provided by Friday 26th May 2023.

**Project meetings and milestones:**

* Project initiation meeting: December 2023
* Production of evaluation framework and plan: January 2023
* Meeting to discuss evaluation plan: January 2023
* Plan surveys / focus groups / interviews: February 2023
* Deliver surveys / focus groups / interviews: March 2023
* Review Helix data: April 2023
* Produce draft report: May 2023
* Final revisions to the report and project conclusions: June 2023

**Commissioning Framework**

The framework of suppliers for this opportunity has been identified through previously commissioned work and through the [Joined up for Jobs](https://www.joinedupforjobs.org/) noticeboard. To be considered all applications submitted must complete sections A and B. A panel of Joined up for Families staff will oversee the scoring process. Each application will be scored individually by a panel member and then moderated into a final score and a final contract award recommendation made. Should we decide to interview potential providers, interviews will take place on **Tuesday 13 December.** Below is the scoring criteria that will be used.

**Scoring Criteria**

|  |  |  |
| --- | --- | --- |
| Score Key Assessment | Score | Interpretation |
| Excellent | 5 | Satisfies the requirement and demonstrates exceptional understanding and evidence in their ability/proposed methodology to deliver a solution for the required supplies/services. Response identifies factors that will offer potential added value, with evidence to support the response.  |
| Good | 4 | Satisfies the requirement with minor additional benefits. Above average demonstration by the Tenderer of the understanding and evidence in their ability/proposed methodology to deliver a solution for the required supplies/services. Response identifies factors that will offer potential added value, with evidence to support the response. |
| Acceptable | 3 | Satisfies the requirement. Demonstration by the Tenderer of the understanding and evidence in their ability/proposed methodology to deliver a solution for the required supplies/services. |
| Minor Reservations | 2 | Satisfies the requirement with minor reservations. Some minor reservations of the Tenderer's understanding and proposed methodology, with limited evidence to support the response.  |
| Serious Reservations/Non-compliant | 1 | Satisfies the requirement with major reservations. Major reservations of the Tenderer's understanding and proposed methodology, with little or no evidence to support the response. |
| Unacceptable/Non-compliant | 0 | Does not meet the requirement. Does not comply and/or insufficient information provided to demonstrate that the Tenderer has the understanding or suitable methodology, with little or no evidence to support the response.  |

**Part A – ORGANISATION DETAILS**

|  |  |
| --- | --- |
| **A1.1** | **Organisation name** |
|  |
| **A1.2** | **Organisation postal address** |
|  |
| **A1.3** | **Organisation contact details (name, phone no., and email)** |
|  |
| **A1.4** | **Organisational Governance –** State the type of organisation you are for example a registered charity or a registered company. If your agency is not a registered charity or company, please state if you have a Constitution / Statement of Aims / Memorandum and Articles (Relevant documents must be supplied on request) |
|  |
| **A1.5** | **OSCR Registration Number** if applicable |
|  |
| **A1.6** | **Companies House Registration Number** if applicable |
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| A2 Bank detailsTo be completed by applicant What bank account should we pay the fund into if your application is successful? |
| Name of bank |  |
| Bank address |  |
| Account name |  |
| Bank sort code |  |
| Account number |  |

**Part B - YOUR PROPOSAL TO THE SPECIFICATION**

Part B is scored on quality of approach and budget. The overall quality threshold score is 15. Bids scoring less than 15 will not be considered for tender.

It is essential that you respect the word limits indicated. We have kept this short to make best use of time.

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| --- |
| **How much are you applying for in total?** |
|  | Including VAT |

|  |  |
| --- | --- |
| **B1** | **Please provide a description of the service you propose to deliver in response to the specification including your approach.** (300 words) |
|   |

|  |  |
| --- | --- |
| **B2** | **Please outline previous experience, skills, and evidence of delivering research projects similar to this?** (300 words) |
|  |  |

|  |  |
| --- | --- |
| **B3** | **Please provide an Implementation Plan with timeline and milestones of the whole project as an appendix attachment. Include an explanation below of the Implementation Plan and the approach taken to ensure progression checkpoints are included.** (300 words) |
|  |

|  |  |
| --- | --- |
| **B4** | **Please provide details of staff who will be working on the project, their experience and what role they will undertake. As part of this please identify who the main contact lead will be for the project.** (300 words) |
|  |

|  |  |
| --- | --- |
| **B5** | **Value for money: please provide a summary in the box below detailing how your fees are broken down by staff time, daily rates and roles, overheads etc.**  |
|   |