# **A tree with flowers and butterflies  AI-generated content may be incorrect.**Tender for Facilitator Services Community Connect: Support Initiative Grace Family Centre, Ardoyne, North Belfast

**Project Overview**

The "Community Connect: Support Initiative" is a pilot project aimed at enhancing community cohesion and support in the Ardoyne area of North Belfast. This 15-month initiative will be hosted at the Grace Family Centre and will feature a variety of animation events along with wraparound services for community members from diverse backgrounds. Our evidence from the past 2.5 years indicates increased usage of the Centre by residents of Upper Ardoyne/Glenbryn areas. However, the large interface wall at the back of our building poses a barrier to broader community access. This project seeks to bridge this gap, fostering good relations and ensuring a shared space for all.

The primary aim of the funding awarded for this project from the Urban Villages Programme is that it contributes to the promotion of good relations outcomes through three interconnected aims:

1. To foster positive Community Identities
2. To build Community Capacity
3. To improve the Physical Environment

**Role Description**

We are seeking a qualified facilitator for the project duration – 15 months beginning asap

* Recruit participants from diverse backgrounds within the community.
* Engage participants and build rapport.
* Collaboratively plan and organise animation events with community members.
* Lead and facilitate animation events, ensuring meaningful engagement.
* Provide a wraparound service that currently does not exist within the community.
* Use the Outcome Star tool to monitor and document project progress -training will be provided.
* Illustrate the tangible benefits and improvements within the community.
* Strengthen trust and credibility with stakeholders through effective facilitation.
* Support future funding applications and service bids by demonstrating project success.

**Deliverables**

* Complete Funders Monthly progress reports on participant recruitment, engagement, and event outcomes.
* Documentation of community improvements using the Outcome Star.
* Ensure completion of OBA entry and exit surveys.
* Regular feedback sessions with participants to ensure continuous improvement.
* Comprehensive final report detailing the project's impact and success.

**Requirements**

* Proven experience in community engagement and facilitation.20%
* Approach to project 20%
* Strong interpersonal and communication skills, and Ability to collaborate with diverse community members 15%.
* Experience with using the Outcome Star tool or similar evaluation methods.10%
* Demonstrate successful outcomes from similar projects with reference to commitment to fostering good relations and promoting a shared community space. 15%
* A proposed budget and timeline for the facilitation services.10%
* Must be self-employed and responsible for paying their own tax and national insurance.10%

**Submission Guidelines**

1. Applicants must demonstrate and provide evidence where appropriate how they meet all elements of the essential criteria. Please note it is critical to address each of the criteria listed above in your application. Failure to do so will result in your tender application being deemed ineligible.
2. Applicants must include the following
3. A proposed budget and timeline for the facilitation services
4. Applicants must outline what days and times they are available to deliver services on behalf of the project. Please be aware the project will deliver sessions both during the day and some evenings.
5. Tender applications must include a completed Declaration of Employment Status form.

Copies of tender proposals should be forwarded **by email** with **Tender for Facilitator Services** **Community Connect: Support Initiative** **Grace Family Centre, Ardoyne, North Belfast in the subject line to: sallyfogarty@gracebelfast.com**

**Any tender applications not including all information required above will be discounted as incomplete and will not move to scoring. All tenders must be received no later than 12.00 pm on Monday 24th March 2025. No late tenders will be accepted. Where appropriate, interviews will be held as soon as possible after this date**

**Contact Information**

Sally Fogarty Grace Project Director

Grace Women Development Limited

Grace Family Centre 77-95 Alliance Avenue

Belfast BT14 7PJ Telephone: 02890743536

Email: [sallyfogarty@gracebelfast.com]

### **AWARD CRITERIA**

**Community Connect: Support Initiative** **Grace Family Centre, Ardoyne, North Belfast**

**Grace Womens Development Limited will use the information supplied to score all tender applications and please take note of scoring criteria as this will be used to total scores**

**Any successful tender will be valid from 1st April 2025 to 31st March 2026.**

**We operate in accordance with the General Data Protection Regulations 2018. This means we will treat the information you provide with strict confidentiality. At times we may need to share some of your information with other staff, funders and other stakeholders.**

**Scoring Criteria**

| **Criteria** | **Description** | **Score Range** | **Weight** | **Total** |
| --- | --- | --- | --- | --- |
| **Experience and Qualifications** | Proven experience in community engagement and facilitation. Relevant qualifications. | 0-20 | 20% |  |
| **Approach to Project** | Quality of the proposed approach to recruiting participants, planning, and organizing events. | 0-20 | 20% |  |
| **Interpersonal Skills** | Strong interpersonal and communication skills. Ability to build rapport with diverse participants. | 0-15 | 15% |  |
| **Outcome Star Utilisation** | Experience with using the Outcome Star tool or similar evaluation methods. | 0-10 | 10% |  |
| **Track Record** | References from similar projects, demonstrating successful outcomes and impact. | 0-15 | 15% |  |
| **Budget and Timeline** | Feasibility and clarity of the proposed budget and timeline. | 0-10 | 10% |  |
| **Self-Employment Status** | Confirmation of being self-employed and responsible for own tax and national insurance. | 0-10 | 10% |  |

|  |
| --- |
| **Application for Facilitator Services Tender March 2025** |
| **Community Connect: Support Initiative****Grace Family Centre, Ardoyne, North Belfast** |
| **Applicant Information:** |
| * **Name:**
 |
| * **Contact Information:**
	+ Address:
	+ Phone Number:
	+ Email Address:
 |
| **Experience and Qualifications:** |
| **Proven Experience in Community Engagement and Facilitation:*** + Describe your experience and provide evidence (20%).
 |
| **Approach to Project:*** + Outline your approach to the Community Connect project, including how you plan to meet the project's aims and deliverables (20%).
 |
| **Interpersonal and Communication Skills:*** + Highlight your skills and provide examples of your ability to collaborate with diverse community members (15%).
 |
| **Experience with Outcome Star Tool:*** + Detail any experience you have with the Outcome Star tool or similar evaluation methods (10%).
 |
| **Project Outcomes** **Successful Outcomes from Similar Projects:*** + Provide examples of similar projects you have successfully completed, emphasizing your commitment to fostering good relations and promoting a shared community space (15%).
 |
| **Budget and Timeline:*** **Proposed Budget and Timeline:**
	+ Present a detailed budget and timeline for the facilitation services (10%).
	+ Please state your cost per hour inclusive of travel, subsistence and VAT
 |
| **Availability:*** **Proposed Schedule:**
	+ Specify the days and times you are available to deliver services on behalf of the project, noting that sessions may be held during the day and some evenings.
 |
| **Declaration:*** **Declaration of Employment Status:**
	+ Confirm that you are self-employed and responsible for paying your own tax and national insurance (10%).
 |
| **Supporting Documents:*** **Resume/CV:**
	+ Attach your updated resume or CV.
* **References:**
	+ Provide references from similar projects you have worked on.
 |
| **Submission Instructions** * **Email Subject Line:**
	+ Use the subject line: "Tender for Facilitator Services Community Connect: Support Initiative Grace Family Centre, Ardoyne, North Belfast."
* **Submission Deadline:**
	+ Ensure your application is submitted no later than 12:00 pm on Monday, 24th March 2025.
* **Contact Information:**
	+ Send your application to: sallyfogarty@gracebelfast.com
 |
| **Note:*** Ensure all elements of the essential criteria are addressed in your application. Incomplete applications will be deemed ineligible.
* Interviews will be held as soon as possible after the submission deadline.
 |
|  |
| ***Thank you for taking the time to complete this document*** |