



PAUL Partnership Personal Development and Wellbeing Courses 2019-2022

Invitation to Tender for Inclusion in a Panel of Tutors for Delivery of Courses

1 Background and Context

PAUL Partnership Limerick CLG is a Local Development Fund Company based in Limerick City. Since 1989, it has worked with local communities, groups, and individuals who are experiencing, or who are at risk of experiencing, economic and social disadvantage.

We aim to promote social inclusion and improve the quality of life of people and communities in Limerick City. We deliver services, supports and activities across 5 main areas (our Strategic Pillars):

- 1. Community Development Supports:** providing capacity-building and other supports to communities and groups wishing to address local issues and create positive changes
- 2. Employment and Enterprise Supports:** supporting individuals seeking employment or self-employment; supporting the development and sustainability of social and community enterprises
- 3. Education and Lifelong Learning Supports:** supporting individuals seeking education, training and lifelong learning; supporting community groups to provide education and lifelong learning opportunities
- 4. Child and Family Supports:** providing supports for parents, early years services, and community organisations
- 5. Health, Wellbeing and Ageing Well Supports:** supporting the delivery of evidenced-based health and wellbeing programmes and initiatives.

Social Inclusion and Community Activation Programme (SICAP)

PAUL Partnership's core Programme – Social Inclusion and Community Activation Programme (SICAP) – aims to promote social inclusion and equality. It specifically target groups which are at higher risk of social exclusion, namely:

- Disadvantaged Children and Families
- Disadvantaged Women
- Disadvantaged Young People
- Lone Parents
- Low Income Workers/Households
- New Communities - including refugees/asylum seekers

- People living in Disadvantaged Communities
- People with Disabilities
- Roma
- The Unemployed
- Travellers

PAUL Partnership delivers SICAP in collaboration with 9 community-based organisations.

PAUL Partnership is currently seeking tenders from suitably qualified persons/organisations to be included in a panel of tutors to deliver a range of personal development and wellbeing courses. The courses will support members of SICAP Target Groups to develop skills and knowledge for improved personal development and empowerment.

The panel will be in existence for the duration of SICAP programme January 2019 to December 2022. Tutors will be contracted on an annual basis depending on demand from clients and budget available.

2 Personal Development and Wellbeing Courses

It is anticipated to deliver up to 3 Personal Development and Wellbeing Courses annually. The overall aim of the courses will be:

- To support individuals to develop skills and knowledge that leads to improved personal wellbeing and empowerment.

It is anticipated that each course will:

- Be delivered with up to 15 participants over a maximum 12 week period.

At the end of the course, it is expected that participants will:

- Be able to understand what motivates them and how they can use this in their daily lives
- Have greater confidence to work and participate in group settings
- Have a greater awareness of their personal values, self worth and self esteem
- Have increased capacity to make well informed decisions
- Have increased ability to engage with and benefit from current mainstream services, including accredited/unaccredited training and education

Resources Provided

PAUL Partnership and our SICAP delivery partner organisations will be responsible for recruiting participants to each course. Interested participants will meet with one of our Support Workers who will determine their suitability before offering a place and completing the registration process for each course. Training venue and logistics will be organised by PAUL Partnership and our SICAP delivery partner organisations.

3 Terms of the Contract

Expertise

Proposals are invited from interested and experienced Trainers with:

- Experience of developing and delivering personal development and wellbeing courses

- Excellent communication, facilitation and inter-personal skills
- Knowledge and experience of working with SICAP target groups
- Knowledge and experience of community development principles

Collaboration

Joint submissions from different organisations/trainers will be welcome.

Ownership of Documents and Copyright

All documents produced by the Trainer in connection with this appointment and submitted to PAUL Partnership Limerick will be considered the property of PAUL Partnership and may be used by PAUL Partnership and its SICAP delivery partners at any time, including for other projects, without the prior approval of the consultant.

Proposal Submission:

Proposals should include:

- Details of the approach to the work and methodologies to be used
- Name of applicant(s) and/or organisation with which the current contract will be placed
- Number, details of roles and input, and expertise of all staff to be involved in the project
- *Curriculum Vitae* (including the names of organisations for whom consultancy work has been completed) for all those who will have input
- Daily or hourly rate for delivery (including travel, direct contact, planning stages)
- Relevant examples of previous work
- Evidence of relevant qualifications
- Tax Clearance Certificate(s)

An assessment panel will examine all proposals received and will have to be satisfied that the method and programme of work meet the project's objectives. Assessment criteria will include;

1. Clear demonstration and understanding of the brief
2. Level, depth, nature of experience in the area (quality and relevance of previous work)
3. Evidence that they possess the relevant skills and qualifications
4. Overall assessment and quality of proposal
5. Cost effectiveness.

Enquiries should be directed to Elaine Mac Grath, at emacgrath@paulpartnership.ie or by telephone: 061 419388. Proposals should be submitted **by email** to: emacgrath@paulpartnership.ie. Closing date for receipt of proposals is 4pm Thursday 14th March 2019.

The Social Inclusion and Community Activation Programme (SICAP) 2018-2022 is funded by the Irish Government through the Department of Rural and Community Development and co-funded by the European Social Fund under the Programme for Employability, Inclusion and Learning (PEIL) 2014-2020