

Childhood Development Initiative

Invitation to Tender:

To develop an implementation plan to establish CDI as a trauma informed organisation.

Background:

CDI is funded under the Government's Area Based Childhood Programme (ABC). It was initially established in 2007 through a partnership between the Department of Children and Youth Affairs (DCYA) and The Atlantic Philanthropies (AP), under the Prevention and Early Intervention Programme (PEIP), which was set up with "the objective of testing innovative ways of delivering services and early interventions for children and young people, including the wider family and community settings," (DCYA, 2011). The ABC programme aims to improve outcomes for children, young people, and their families in some of the most disadvantaged areas of the country. The programme has a particular emphasis on improving health, educational and social outcomes for children and young people, and on improving the effectiveness of existing services for them.

Based in Tallaght West, CDI emerged from the professionalism, passion, and persistence of a consortium of 23 concerned individuals and organisations in the community, who had a vision of a better place for children. Through innovative partnerships, they brought together the science of evidence-based practice and rigorous evaluation, with the spirit of an approach focused on the identified needs of children and families.

CDI designs, delivers, and evaluates a range of prevention and early intervention approaches across a spectrum of local needs including language, literacy, health, early years, conflict management and community safety. All CDI programmes are evidence-informed and manualised and are delivered through existing structures and services.

Context:

CDI is aware of the impact of trauma on lifelong outcomes and is committed to working in a way that seeks to recognise the prevalence and symptoms of trauma and avoids working in ways that may re-traumatise staff, stakeholders, families, and children with whom we work. We aim to ensure that our staff, interagency partners and children and families feel safe and supported in engaging and accessing our services.

CDI staff have all completed introductory trauma awareness and trauma informed care training. We are seeking external consultation to review the work done to date and make recommendations regarding further training for varying roles within the organisation. We are also committed to trauma informed practice at an organisational level hence a review of policies and procedures is a key element of the project.

The Task:

The successful tenderer will:

- Undertake a short audit of need with relevant CDI staff and key stakeholders to determine levels of trauma awareness competency, and agree a plan of action
- Conduct an organisational review and assessment of policies and procedures through a trauma informed lens and propose changes as necessary
- Provide a final report, including recommendations and an implementation plan, (including timelines, activities, indicators, and outcomes).

Timeline:

We anticipate that this work will commence in October 2021 and be completed by 31 December 2021.

Criteria:

The successful bidder will have:

- A proven track record in consultation, at both a community and organisational level.
- Expert knowledge of trauma informed practice.
- Excellent writing skills including an ability to write clearly and succinctly.
- Evidence of having undertaken similar work, and knowledge of this sector.

Applicants must be available to complete the task within the proposed timeframe.

Application Process: Tender responses should include:

- Applicant details and CV.
- Experience of the tendering company/applicant, including examples of previous work.
- Overview of the proposed project approach and methodology.
- A timeline from project commencement to completion.
- Detailed costings including a daily rate.
- Two referees, including telephone number.
- Successful bidders must hold a current tax clearance certificate.

In addition, the following intellectual property clause will stand:

Any Intellectual Property (IP) developed, acquired, made, or discovered by you during the Term of the Agreement, which arises in the provision of the Services in connection with or in any way affecting or relating to the business of CDI shall belong to and be the absolute property of CDI (the 'CDI IP'). You hereby assign to CDI the CDI IP for their full term throughout the world. CDI hereby grant a royalty free, non-transferable, non-exclusive licence to you to utilise the CDI IP subject to the necessary protections which may arise under relevant legislation, including Data Protection Legislation. In addition, the parties hereby agree to grant upon request a royalty free, non-transferable, non-exclusive licence to The Department of Children and Youth Affairs and its agents to utilise the CDI IP subject to the necessary protections which may arise under relevant legislation, including Data Protection Legislation.'

Budget:

The budget for this piece of work is in the region of €3,000.

Scoring Criteria:

Applications will be scored based on the following:

- A proven track record in consultation, at both a community and organisational level: 20%
- Expert knowledge of trauma informed practice: 25%
- Excellent writing skills: 20%
- Evidence of having undertaken similar work, and knowledge of this sector: 10%
- Cost: 25%

For further details regarding this tender, please contact Tara Scott on tara@cdi.ie.

Completed applications should be submitted to the contact details below by 4pm on 18th October 2021.

Interviews will take place via zoom w/c 25th October 2021.

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