

## **Tender requirements**

### **Background**

Sport Ireland has made funding for 2016 available for this position to support the National Physical Activity Plan action to *'Strengthen and enhance the capacity of the LSPs to further develop locally led plans and more long-term sustainable physical activity programmes'*.

On supplying a tender document, applicants should provide clear evidence of ability to plan, coordinate and delivery multiple sports activities over a 6 month period, which have varying starting and finishing dates and which target various sectors of our population.

Evidence should be provided of experience in areas listed below;

#### **1. Increasing participation:**

- Low participation groups – targeting teenage girls, older women, people with a disability, people in a disadvantaged areas
- Young people – pre-school age / primary age / teenagers
- Active Communities – through recreational activity in localised areas targeting women, older adults, people with a disability, people living in disadvantaged areas

#### **2. Developing Sports Clubs & Organizations**

- Coaching & Training – opportunities for up skilling in generic courses
- Club Development – developing plans to enhance club activities and increase participation

#### **3. Communications & Information**

- Publications & ICT – Using resources to ensure that our message and general message nationally is communicated strongly through a variety of channels
- Public Relations – getting the messages to the general public

#### **4. Building the organization**

- Board development – building strong membership
- Partnership & collaborative working – delivering joint projects with key stakeholders
- Monitoring & Evaluation – assessing and reviewing what we have done and what we will do

A typical tender document should include;

- Detail that demonstrates your understanding of the requirement and organisational objectives
- How you are going to carry out the work – step by step.
- A timetable for delivery of the service and how you intend to manage the projects.
- Information regarding your skills and experience of similar work.
- An overall summary of why the Sports Partnership should award you the contract.

The successful candidate will be contracted for a specific term of 6 months only.

Remuneration will be made on a fortnightly basis based on projects delivered and work completed.

The overall contract award is **€17000- €20000** depending on qualifications and experience.