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**Talent Match South East**

**Delivery Partner Application**

Please complete and return the form by Tuesday 23 May **– 12 noon** at the latest to Rowan Pringle**, Talent Match Manager** via email to rowan.pringle@princes-trust.org.uk or by postal service to The Prince’s Trust, The Historic Dockyard, Cottage Road, Chatham, ME4 4SX.

Please ensure returns are marked as **STRICTLY CONFIDENTIAL**. Completed forms received after the date and time specified above will not be considered.

Short listing will be undertaken by the young people engaged on the Talent Match Young People’s Partnership and they will be supported by the Talent Match Manager and members of the Core Partnership. Should a Talent Match Core Partner submit an application they will not be involved at the shortlisting or panel process.

Q&A will be available via a closed facebook group. Please email rowan.pringle@princes-trust.org.uk to join.

Shortlisting will take place week commencing 29th May 2017.

Programme delivery will commence 2nd August 2017.

Please avoid using jargon and where used this must be explained in full, failure to do so could result in rejection of your application.

If you have any queries regarding this application please contact Rowan Pringle as detailed above.

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| **Organisation Details** |
| **Organisation Name** |  |
| **Main Contact**  |  |
| **Position** |  |
| **Address** |  |
| **Post Code** |  |
| **Telephone** |  |
| **Mobile** |  |
| **E-mail** |  |
| **Website** |  |
| **Second Contact** |  |
| **Position** |  |
| **Address if different from above** |  |
| **Telephone** |  |
| **E-mail** |  |

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| **Organisation Overview** |
| **Type of Organisation** |
| **Private Training Provider** | **[ ]**  | **Third Sector** |  **[ ]**  |
| **FE College** | **[ ]**  | **Public Sector (please give details)** | **[ ]**  |
| **Other (Please Specify)** |  |
| **Registered Charity No. or Companies House Registration** |  |  |  |
| **Total no. of Staff Employed** |  |

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| **Please give a brief overview of your organisation (200 words)** |
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| **Please tell us if you have been involved with one or more of the 21 Talent Match projects across the country, please detail which area and your involvement to date (200 words)** |
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1. **Service Specific Information:**

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| **Service Specific Information**  |
| **Please provide the following information within the word counts highlighted for each section**  | **Max Score= 150** |
| 1. **Project to be delivered**
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| **1.1 Please detail your service/project proposal? (max 1000 words)** | 15 |
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| **1.2 Please outline facilities (including location) and resources for delivery and the geographic coverage for this service (max 200 words)** | 15 |
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| **1.3 Please detail any key existing partner links that you will make use of at a local level to support your proposal (max 400 words)** | 10 |
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| **1.4 Please detail your proposed outcomes and how will you monitor these? (max 400 words)** | 10 |
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| **1.5 How would you involve young people in the planning, delivery and monitoring of the service? (max 400 words)** | 10 |
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| **1.6 Please detail your experience to date at working with the target group, and how do you propose to engage those not currently on Talent Match? (max 400 words)** | 15 |
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| **1.7 What steps will you take to ensure that young people already being supported by the TMSE Specialist Mentoring Service in East Sussex remain engaged with mentoring once the new contract commences (max 400 words)** | 20 |
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| **1.8 How will you ensure that your organisation is ready to start delivery of the service on 2 August 2017 (max 400 words)** | 20 |
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| **1.9 What is your track record in delivery of similar services? (max 400 words)** | 10 |
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| **1.10 What is your understanding of the East Sussex area and the issues young people face? (max 400 words)** | 10 |
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| **1.11 What added value would your organisation bring to this service? (max 300 words)** | 5 |
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| **1.12 Please describe the management arrangements you have in place for assuring excellent performance in the delivery of the proposed service. Please include any relevant quality marks or systems. (max 200 words)** | 10 |
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1. **Number of Hours**

Please state the minimum number of hours your organisation proposes to deliver during the contract. Please give a breakdown of how you will utilise these hours and align with objectives provided.

1. **BUDGET:**

Please provide a separate budget breakdown detailing how you arrived at the full cost of service.

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| **I/we apply to be considered to supply goods or services as described to The Prince’s Trust.****I/we certify the information supplied is accurate to the best of my/our knowledge and that I/we accept the conditions and undertakings requested in the questionnaire. I/we understand that false information could result in my/our exclusion from consideration for this or any other application with the Prince’s Trust.****Signed: Date:****Print Name & Position:** |