



Comhairle Chontae Liatroma  
Leitrim County Council



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# PEACEPLUS Pre-Engagement Training Events

## Leitrim PEACEPLUS Action Plan

LOCAL COMMUNITY  
REGENERATION &  
TRANSFORMATION

THRIVING &  
PEACEFUL  
COMMUNITIES

CELEBRATING  
CULTURE &  
DIVERSITY



**A project supported by PEACEPLUS, a programme managed by the  
Special EU Programmes Body (SEUPB)**

# Agenda

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- Welcome & Introductions
- Leitrim PEACEPLUS Action Plan Summary
- Overview of Programmes for Tender
- General Advice on Tendering – Tender Package
- Assessment of Tenders - Stages 1 & 2



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# What is a Pre-Engagement Event?

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- ❖ To present the proposed projects to relevant stakeholders and “potential” bidders for external delivery
- ❖ To provide guidance through the tender process in terms of what a “good tender response/bid”, look at tender template documents
- ❖ Provide an opportunity for individuals and organisations to network and explore potential of delivering projects in partnership with each other



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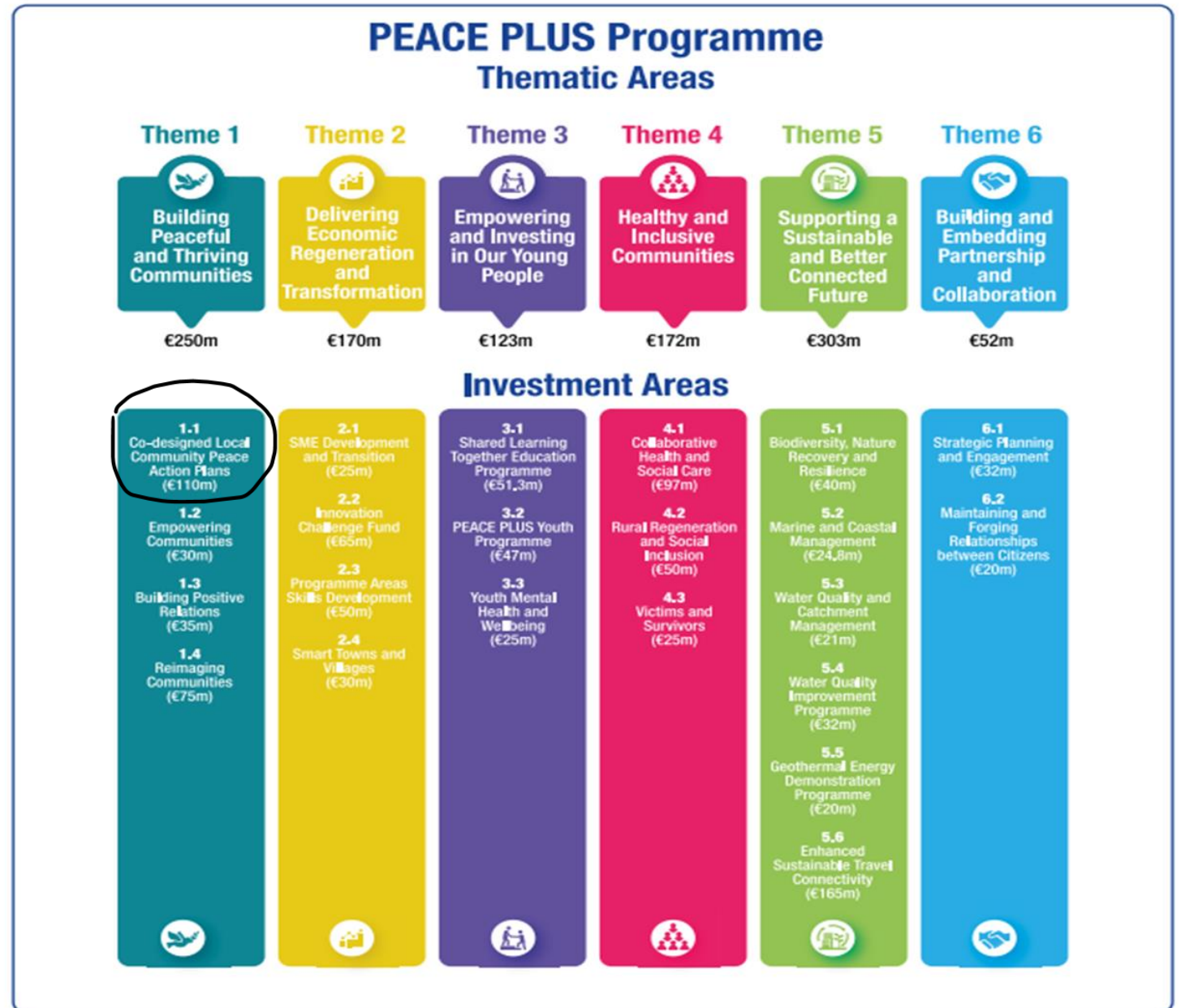
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# PEACEPLUS Programme

- **€1.14bn investment** across 21 individual investment areas.
- County Councils have developed co-designed Action Plans under Theme 1 – Building Peaceful and Thriving Communities – Investment Area 1.1 - Allocation **€110m between 17 councils.**
- Leitrim PEACEPLUS Action Plan approved with a budget of **€3,334,009**



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# Theme 1: Local Community Regeneration & Transformation

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<b>Five Capital Projects - €836,987</b>	
1.	Multi Use Games Area in Ballinamore
2.	Community Meeting Space, Coleman's Building, Carrick-on-Shannon
3.	Power Supply in Kinlough Eco Park supporting Men's Shed, Community Garden & N. West Canoe Club
4.	Play & Art Therapy, NW STOP Facility Drumkeerin
5.	Cross Community Space, Lurganboy Church of Ireland



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# Theme 2: Thriving & Peaceful Communities

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	<b>Seven Projects - €893,435</b>
1.	Community Capacity Building & Volunteer Support Programme
2.	Environmental Awareness & Biodiversity Programme
3.	Celebrate & Acknowledge our Culture, Heritage & Faith
4.	Voice of Women in Rural Ireland
5.	Engaging and Understanding for Young People in the Digital World
6.	Support Programme for those most isolated
7.	Shared Space Animation Projects



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## Community Capacity Building & Volunteer Support Programme

### Objectives

- ❑ Support people participating in community work and volunteering. Create new community leaders and increase the number of trained volunteers, especially within the migrant & Traveller communities, through succession planning, mentorship programmes, leadership training and outreach efforts.

### Deliverable Actions

- Fetac Level 5: Understanding Community Development in Partnership with MSLETB
- Fetac Level 7: Community Work in a Changing Ireland in Partnership with National University of Ireland
- Volunteer Support Programme - Volunteer Management Training, Volunteer Skills & youth volunteer events

### Outputs

525 participants



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## Environmental Awareness & Biodiversity Programme

### Objectives

- ❑ Support a number of cross border and cross community projects focusing on the importance of community led responses to the challenges of climate change. Engage with farming communities, those living along Lough MacNeaen & Lough Melvin, Tidy Towns Committees, Residents Associations and Community Gardens.

### Deliverable Actions

- Cross Border Farm & Biodiversity Awareness programme
- Lough Melvin and Lough MacNeaen Biodiversity Project - a cross border action learning programme with 6 cross border communities over 2 years
- Cross-Community Biodiversity Project - a cross-community biodiversity project across 8 areas across the county
- Action Learning Activity budgets associated with each strand

### Outputs

180 participants



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Celebrate &  
Acknowledge our  
Culture, Heritage  
& Faith

## Objectives

- ❑ Using intercultural workshops, drama, music, folklore, sport and community gardening to build greater awareness of different faiths and beliefs and looking at the complexities of maintaining relationships in Leitrim & especially along the border during the troubles.

## Deliverable Actions

- Intercultural Workshops
- Script & dramatise a performance as an intergenerational piece addressing the complexities of maintaining relationships along the border during the troubles
- Storytelling Project, Intercultural choirs, Sports Chaplaincy, wellness & nutrition course & continue Peace Garden initiative

## Outputs

536 participants

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## Voice of Women in Rural Ireland

### Objectives

- ❑ Establish a county-wide Women's Forum/Network to serve as a platform for women to come together and advocate for their rights and explore the role and contribution of women in Leitrim to families, communities, business and farming.

### Deliverable Actions

- Women's Forum/Network
- Acknowledge the role of Women in Rural Ireland
- Storytelling Cross community cross border women's project
- The experience of Leitrim Women during The Troubles

### Outputs

432 participants

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## Engaging and Understanding for Young People in the Digital World

### Objectives

- ❑ Create a Digital Hub for Young People to include the use of VR headsets and help build skills among young people living and working in the digital world. Explore best practice in digital spaces for young people through a series of cross border interactions.

### Deliverable Actions

- Digital Hub for Young People in 6 locations around the county. These have been agreed by the Partnership Committee
- Cross border shared Learning in Digital Spaces for Young People
- Procurement of VR technology by LCC

### Outputs

440 participants

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## Support Programme for those Most Isolated

### Objectives

- ❑ An Outreach programme to re-engage people who are most isolated and carers by working with Meals on Wheels services in Leitrim, Disability Services, Befriending Services, Men's Sheds and the Leitrim Community Policing Unit.

### Deliverable Actions

- Outreach programme to work with those most isolated
- Project linking Men's Shed groups in Leitrim with Men's Shed groups in N Ireland
- Cross border railway heritage project
- A cross border support programme for carers living in border communities in North Leitrim/Fermanagh

### Outputs

236 participants

# Theme 3: Celebrating Cultural Diversity

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	<b>Four Projects - €504,913</b>
<b>1.</b>	Active Citizenship and Orientation Programme
<b>2.</b>	Traveller Community Programme
<b>3.</b>	Ex political Prisoners their Families and Displaced Persons
<b>4.</b>	Promoting Diversity through the Arts



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## Active Citizenship and Orientation Programme

### Objectives

- Address the issue of more culturally sensitive public service delivery for ethnic minority communities and increased awareness of the cultures of different minority groups

### Deliverable Actions

- A series of integration and inclusion activity and taster programmes linked to the specific needs of each community
- Capacity Building, Networking & Shared Learning Programme
- Mentor Support Programme for Ethnic minority support groups in Leitrim
- ESOL Basic English Training.
- Cultural Awareness training for Service Deliverers
- Community based art and drama therapy programme

### Outputs

296 participants

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## Traveller Community Programme

### Objectives

- ❑ Address the issue of more culturally sensitive public service delivery for Travellers and increased awareness of the cultures of Travellers which will aim to reduce discrimination and prejudice towards this group.

### Deliverable Actions

- Short Story Film Project by the Traveller community
- Intercultural Training Programme for community representatives and schools
- Intercultural Training Programme for Businesses/ Service Deliverers
- Apprenticeship support Programme
- Capacity building programme for emerging female leaders in the Travelling Community
- Trauma Informed care support programme

### Outputs

173 participants



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Ex political  
Prisoners their  
Families and  
Displaced  
Persons

## Objectives

- ❑ Working with ex-prisoners who have been directly involved and affected by the conflict to create opportunities for Cross-Community engagement that can challenge mind-sets and attitudes. From a legacy perspective this is an important area in helping young people in particular not to travel down the same path

## Deliverable Actions

- Practical Skills Training Programme
- Facilitated workshops dealing with issues of violence, mental health, drug and alcohol awareness and the legacy of conflict in border regions
- Cross border residentials

## Outputs

84 participants

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# Promoting Diversity through the Arts

## Objectives

- ❑ Help build the strength and capacity and inclusion of those with a non-verbal disability to engage in a wider number of arts activities across the county.

## Deliverable Actions

- Facilitated drama project with a group of Non-Verbal Down Syndrome young people
- Training for service deliverers with parallel workshops for parents/guardians
- Technical Training Camps for young people in sound & lighting / film / set design & costume

## Outputs

88 participants

# Tendering for Projects



## Tender Package

- RFT – Request for Tender or ITT – Invitation to Tender
- RFQ – Request for Quotation
- ToR – Terms of Reference
- TRD – Tender Response Document
- QRD – Quotation Response Document
- PEACEPLUS Programme Manual



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# RFT & Terms of Reference

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- Important to understand project requirements
  - Participant numbers for activities
  - Overall minimum hours required
  - Cross Community & Cross Border targets e.g.
  - Maximum budget must be adhered to
- Ensure you have a clear understanding of what has been specified and what is required. If there anything that is unclear request clarification through the eTenders messaging system.
- Respond fully to each section of the tender, providing relevant evidence where required – especially important for Stage 1 Assessment requirements



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# TRD – Tender Response Document

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## Open Procedure

- Tender process where any interested supplier or contractor are allowed to submit a tender bid. This procedure is often used in public procurement to ensure transparency, fairness, and competition in the acquisition of goods, services or works.
- This procedure involves a 2-stage assessment approach with only those demonstrating that they have the required level of financial and technical capacity at Stage 1: Selection Criteria of the assessment will proceed to have their tenders considered for Stage 2: Award Criteria

### **Stage 1 Assessment – Pass fail Criteria**

- General company info
- Tax details
- Insurances
- Previous experience
- Declarations



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# TRD – Stage 2: Assessment: Award Criteria

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## Criterion A

- How project activities will engage & work in different communities?
- Identify how/where/why participants will be recruited from
- How will it be a cross community project?
- Potential for cross border cooperation
- Equality, Accessibility & Charter of Fundamental Rights of the EU – is the project allowing participants to be treated with dignity, freedom, equality, solidarity, citizen’s rights
  - Does a venue have disability access and have activities been planned taking into account the needs of those with a disability?
  - Language – translation & interpretation
  - Timing of activities around school times, childcare etc
  - Catering for diversity
  - Free programmes – reduces barriers for those on low incomes & areas of high deprivation



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# Sustainable Development

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## Criterion A

- All projects must contribute positively to the horizontal principles – Sustainable Development is one of these. Refer to the [UN Sustainable Development Goals](#) . Pick 2 or 3 of these and write about how your project helps those.
- **Environmental Sustainability**
  - Swap paper for digital
  - Merchandise – is it necessary? Is it sustainable? Opt for reusable
  - Venues accessible by public transport
  - Provide recycling bins
  - Catering - Avoid single use plastics (cutlery, drinks bottles, straws)/ Use re-usable crockery/ Use local caterers & produce/vegetarian/vegan options/ donate left-over food/ composting food scraps
  - If your organisation has ‘Sustainable’ or ‘Green’ policies please refer to them



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# Sustainable Development

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## Criterion A

- **Social Sustainability**
  - If you are a community / not-for profit organization, winning the tender helps to sustain your work – that is social sustainability e.g. working with community groups to deliver on projects can enhance their project management skills, groups have gained new knowledge, skills & confidence
- **Economic Sustainability**
  - Building capacity can help community groups/initiatives gain further funding
  - Participants can gain qualification allowing them to enter the job market
  - Employees can gain new skills which can open up opportunities for them
- Sustainable development includes environmental, economic & social. You don't have to cover them all, but you may find your project does.



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# TRD – Stage 2: Assessment: Award Criteria

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## Criterion B

- Demonstrate organisational skills, qualifications and experience for project delivery
- Requirement for dedicated resource/resources to coordinate / deliver project – evidence of how this will be achieved
- Understanding community needs, potential of partnerships to bring diverse elements to the programme
- Address each element in the ‘Project Outputs & Targets’ table included in the terms of reference – consider how each project activity will contribute to achieving the outputs, participant numbers, contact hours, cross community & cross border targets contained within
- All projects will be required to comply with the Monitoring & Evaluation process
- Communications includes a launch and close, 2 press releases & contributions to a quarterly newsletter compiled by LCC



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# Monitoring & Evaluation

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- A Monitoring & Evaluation Officer will be appointed by LCC to ensure all projects are meeting project requirements
- Data will be required on cross community/gender/ethnicity of participants
- Templates will be provided by LCC
- Participant outcomes will also be evaluated through completion of questionnaires before & after project activities to track attitudinal change.
- These will include 5-6 questions (subject to approval by SEUPB)
  - Has this project allowed you to meet people from different identities?
  - Has this project helped you connect with new places and/or identities?
  - Has this project increased your understanding and respect of other cultures, identities and opinions different from your own?
  - Has this project made you more open to participating in other peace building, cross community/cross border activities?
  - Will you/have you spoken to other people about this project and what you have learned?



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# TRD – Stage 2 Assessment: Award Criteria

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## Criterion C

- Please provide us with a full and detailed budget for the following (but not limited to):
  - a) Dedicated resource/facilitation/consultant costs
  - b) Programme costs
  - c) Transport & Catering
  - d) Monitoring & Evaluation
  - e) Communications & Publicity
  - f) Management Costs



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# In Summary



- Have you read the full document?
- Is there anything that is unclear, do you require clarification?
- Ensure to clarify if required?
- Respond fully to each section of the tender, providing relevant evidence
- Refer to the scoring matrix fully, to understand how your response may be scored
- Have you included all additional appendices?
- Ensure you have taken note of the date and time of the deadline



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