**Data and Digital Solutions Fund Application Form**

## **Project 1c: Evaluation of data analytics tools**

## **Application Stage 1 – Contact Details**

**You must complete the application stage 1 table below as part of your bid.**

|  |  |
| --- | --- |
| **Project:** |  |
| **Name of LA:** |  |
| **Are you applying as an individual LA or as part of a group?** |  |
| **If you are applying on behalf of a group, please list the other LAs in your group.**  NB – as lead LA, you will be responsible for the grant funding and reporting requirements that form part of this grant offer. |  |
| **Name of Bidding Officer:** |  |
| **Role of Bidding Officer:** |  |
| **Lead Bidding Officer contact email:** |  |

## **Application Stage 2 – Declaration**

**You must complete the application table 2 below as part of your bid.**

|  |  |
| --- | --- |
| **DECLARATION\* (Please complete in block capitals)**  Signatures must be either be submitted electronically or scanned in. | |
| I confirm that the information given in this application is true and complete; that, if successful, the LA will administer any grant in accordance with the section 14 grant letter supplied by the Department for Education. | |
| **Full name:** |  |
| **Position (Job Title):** |  |
| **Project** |  |
| **Date:** |  |
| **Contact details including email address:** |  |
| **Signature:** | <please provide signature> |
| **Countersigned (by the DCS):** | <please provide signature> |

## **Application Stage 3**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project 1c: Evaluation of data analytics tools.** | | | | |
| While descriptive analytics will be possible for the majority of LAs, diagnostic and predictive analytics are more complex and require much greater investment in terms of expertise and resourcing.  We know that diagnostic and predictive data analytics tools can be used across operational and strategic decision-making in CSC by:   * identifying individual children and families who are likely to need support (operational decision-making) * prioritising and informing decisions around resource and funding allocation (strategic decision-making) * setting out patterns and factors in vulnerability (strategic decision-making and operational decisions) * evaluating service provision (strategic decision-making and operational decisions)   We also know that some LAs and areas are purchasing commercially available data analytic tools and developing ways of applying and using them effectively within CSC and local area safeguarding. However, there has not been an opportunity to date to evaluate the methods, practices, data and approaches of using the tools and communicate the results of the evaluation to the wider sector so that practice can be replicated with confidence.  We are therefore making funding available for LAs to commission an independent evaluation of methods developed for using predictive and diagnostic data analytics software. Funding is available for a LA to commission an evaluation of the methods, practices, approaches and outcomes which they are already using effectively and consider that they have the potential for other LAs to adopt. | | | | |
| **Project 1c: Specification** | | | | |
| The department is looking for one or more LA partners to commission an objective and independent evaluation of their own use of diagnostic and predictive analytic tools that will provide the following information:   * the aims and objectives of the approach * a clear and comprehensive description of the methods, practices and approach which have been developed to use the tool * a clear and comprehensive description of how the approach works * a clear and comprehensive description of the organisational context and local conditions and any pre-existing enablers * an assessment of whether the approach achieves what it is intended to achieve * an assessment of the cost benefits of using the approach * an assessment of how transferable the approach is to other LAs, including any barriers to other LAs adopting it, whether and how those barriers might be overcome * evaluation must be able to report interim findings at mid-point and a final report by March 2024   It is expected that a technical advisory group with specific research qualifications and expertise will be set up as part of the evaluation commissioned. The technical advisory group will oversee the quality and robustness of the evaluation. It will review the scope of the evaluation, monitor progress and review impacts and use of the findings.  **NB:** Where there is opportunity to standardise and harmonise the evaluation approaches to improve their usefulness to the sector, the department will work with all successful LAs to agree this. | | | | |
| **Project 1c: Selection Criteria** (all questions must be answered ‘yes’ in order to be considered. | | | | |
|  | | | | Yes/No |
| 1 | Is your LA rated as good or outstanding overall across all sub-judgements by Ofsted? | | |  |
| 2 | Do you agree to the conditions of funding as set out on page 7 of the Prospectus? | | |  |
| 3 | Do you understand and agree that the department will own all of the Intellectual Property Rights on all tools/models/systems developed by your LA with its funding or by your contractor on your behalf? | | |  |
| 4 | Are you able to confirm the total cost/capital expenditure of your project? | | |  |
|  |  | | |  |
| **Project 1c: Technical questions** (responses to these questions will be assessed using the assessment framework in Annex C). | | **Weightings** | | |
| **Capability** | | | | |
| How will you achieve all the outputs set out in the project 1c specification above? Please include reference to any previous evaluations of the methods you have developed for using predictive and diagnostic data analytics software.  (1500 words) | | | 20% | |
| [insert response here] | | | | |
| Please provide a detailed delivery plan, including:   * clear milestones and deliverables * sequencing and timing of activities, and how you will deliver the outputs in the project 1c specification by March 2024 * evidence of how you will start work as soon as possible, and begin claiming funding in FY22-23 * a high-level risk register, including probability and impact scores and mitigations and contingencies * details of the governance and management processes that will oversee delivery of the project and how they will run together with the DDSF programme board (see Project governance, methodology and reporting set out in the Prospectus) * details of any other LAs you will work with -how many and at what level of involvement   (3000 words) | | | 20% | |
| [insert response here] | | | | |
| **Quality assurance and feasibility** | | | | |
| How will you use the regular touch base project meetings, the quarterly DDSF programme board to ensure that the project approach and any outputs are robust, suitable to the sector and replicable in other LAs?  (800 words) | | | 5% | |
| [insert response here] | | | | |
| Please describe your technical advisory group (e.g. membership, scope, frequency of meetings).  (500 words) | | | 10% | |
| [insert response here] | | | | |
| **Capacity** | | | | |
| Please provide a resource plan, including (where applicable) plans for onboarding core team members, partnering with other LAs or third parties (how many and at what level of involvement). The plan should include:   * detail on the lead individuals’ experience, and what qualifies them to oversee and manage the project successfully * an outline of the core team members’ expertise, seniority and experience in the subject matter * strategy for engaging other personnel within the LA whose participation will be needed to fulfil the specification * how much of each individual’s time will be spent on the project (e.g. using FTE figures) * if individuals will be working at different points throughout the project e.g. they are not available or allocated to the project from the start, you must outline at what points of the project they will be involved * detail on whether resource included in this bid is included in any other DDSF project bid – and assurance that each project would have sufficient resource if grant funded   (1500 words) | | | 15% | |
| [insert response here] | | | | |
| **Cost** | | | | |
| Please complete the DDSF pricing schedule to provide your proposed costings for this project. | | | 30% | |