

**1516- 1150 - Summerversity and Young People’s Small Grants**

**Market Test - Questionnaire**

Islington Council is interested in hearing from organisations with a proven track record of working with young people as part of market test of potential providers for both the Summerversity programme and Young People’s Small Grants. We are particularly interested in local providers and partnerships that can clearly evidence positive engagement and quality work with young people.

For information about these two particular schemes, please ensure that you read the Market Test advert. You do not have to be interested in both opportunities to reply to this questionnaire.

**Please note that this is not an invitation to tender; it is a process solely to test the current market capacity and to scope the service**. The Council will follow its procurement rules in any subsequent award of contract.

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| Name of your organisation:  |  |
| Contact: |  |
| Email Address:  |  |
| Is your organisation:(please tick **one**)  | Private sector |  |
| Social Enterprise/Community Interest Company |  |
| Voluntary or community sector organisation |  |
| Uniformed organisation (scouts, guides, etc) |  |
| In the process of constituting |  |
| Other (please specify) |

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| **QUESTIONS** |
| **Section 1: Questions relating to both opportunities** |
| **1a** | Does your organisation have a safeguarding children policy/procedure? Yes / NoIf so, could your organisation provide this at bidding stage?Yes / No |
| Optional additional response: |
| **1b** | Does your organisation have a whistleblowing policy/procedure? Yes / NoIf so, could your organisation provide this at bidding stage?Yes / No |
| Optional additional response: |
| **1c** | Do you have data protection measures within your organisation? Yes / No |
| Optional additional response: |
| **1d** | Does your organisation have a safer recruitment policy/procedure? Yes / NoIf so, could your organisation provide this at bidding stage?Yes / No |
| Optional additional response: |
| **1e** | Does your organisation have risk assessments for the programmes and activities that it delivers? Yes / NoIf so, could your organisation provide examples at bidding stage?Yes / No |
| Optional additional response: |
| **1f** | Do you have methods for recording details of the young people who attend the services that you provide? Yes / No If so, what are they? |
| Optional additional response: |
| **1g** | Does your organisation have a set of financial accounts available? Yes / NoIf so, could your organisation provide this at bidding stage?Yes / No |
| Optional additional response: |
| **1h** | How do you gain feedback from young people who attend the activities and programmes that you provide? |
| Optional additional response: |
| **Section 2: Questions relating to Young People’s Small Grants** |
| **Please limit your response to 300 words per question** |
| **2a** | Based on the information provided what is your general level of interest in bidding for a small grant? Please highlight or circle the most appropriate. If your answer is low, please tell us why. |
|  High / Medium / Low |
| Optional additional response: |
| **2b** | Are you delivering activities or programmes for young people at present? Yes/NoIf so, please tell us what these are: |
| **2c** | What is your organisation’s annual turnover? |
| Optional additional response: |
| **2d** | What percentage of staff that run and deliver for your organisation are volunteers? |
| Optional additional response: |
| **Section 3: Questions relating to Summerversity** |
| **Please limit your response to 300 words per question** |
| **3a** | Based on the information provided what is your general level of interest in bidding for Summerversity? Please highlight or circle the most appropriate. If your answer is low, please tell us why. |
| High / Medium / Low |
| Optional additional response: |
| **3b** | Are you delivering activities or programmes for young people at present? Yes/NoIf so, please tell us what these are:  |
| **3c** | Are you registered to deliver accredited courses for young people (such as Duke of Edinburgh, AQA, Asdan, Arts Award, coaching qualifications, etc.) If so, which?  |
| Optional additional response: |
| **3d** | Do you have methods for marketing and promoting the activities and programmes that you deliver?Yes/No If so, what are your audiences and how do you promote the activities and programmes? |

This questionnaire will not be scored; it is only for information/market testing purposes. Deadline to submit the questionnaire is **Noon, 01 April 2016.** Please complete the form and return by email to isyp@islington.gov.uk**.**