

1. Introduction

We are seeking to contract with an embedded researcher (either an individual or a research organisation) to work with us to produce comprehensive research and impact report on our youth violence peer research project. We are seeking individuals who have specific experience in the field of youth violence and/or peer-research, who has the ability to adapt traditional research approaches to those more suitable for our work.

You will be expected to work with High Trees over a 14 month period from January 2022-February 2023, working closely with our Community Action Team and peer-researchers. We expect this role to be based partially on-site.

The indicative budget for this complete piece of work is in the region of £12,000-£16,000 (including VAT) and value for money will be considered as part of this assessment process. Your proposal should breakdown budgets associated various stages of the work.

Individuals and organisations wishing to bid to carry out this work should send a proposal by **11pm on Sunday 12th December** as detailed in Section Four of this invitation.

2. Background

2.1. High Trees

High Trees Community Development Trust are a charity with 23 years' experience of delivering services within Tulse Hill and across Lambeth, working with over 1600 people each year. We support individuals furthest away from engaging in education, employment or civic engagement, particularly those from Minority Ethnic backgrounds, individuals and families with English as an Additional Language (EAL), over 50s age groups and lone parent groups. We do this through 5 support areas which provide integrated services in:

- **Community Education & Training:** We specialise in delivering basic skills training, including ESOL, functional skills, ICT and vocational courses
- **Employment & Career Support:** providing person-centred employment support for long-term unemployed individuals and those stuck in low-paid work
- **Children, Young People & Family Services:** working on the basis of early intervention, we deliver a range of services focused on play, study and social action aimed at improving the aspirations and well-being of children and young people
- **Community Action:** We embed community organising within the locality to capacity build individuals and community groups to develop advocacy skills and empower them to take collective community action on issues that affect them, whilst also improving representation in decision making.
- **Partnerships:** we build local partnerships of VCS organisations to develop collaborative working practices and develop systemic approaches to addressing the challenges facing the communities of interests we collectively support

2.2. Lambeth Peer Action Collective

High Trees along have been selected as one of the delivery partners on a national project funded by the Youth Endowment Fund. Working with 5 partners (Spiral Skills, Juvenis, St Matthews Project, IRMO & MLCE) have formed the Lambeth Peer Action Collective (Lambeth PAC) to deliver on this project. Our aim is to recruit, train and support 12 Peer Researchers aged between 16-20 to listen to at least 480 young people aged 10-16 across Lambeth, on issues relating to youth violence. The research collected from this

project will be collated and presented to provide partner organisations and stakeholders with insights to inform service delivery, inform policy and to help listened to identify and act on issues important to them.

Through the research the peer researchers will also be listening in the context of Community Organising. They will be listening to identify leaders with the aim of identifying 150 young people to become changemakers. The peer researchers will then support the changemakers to take social action on the issues that are important to them, through key themes identified in the research.

Changemakers will then be supported to apply to the Coop Action Fund, enabling them to realise their social action projects and drive change in their communities.

The role of the embedded researcher is to work alongside the Community Action team to provide capacity to ensure that we produce high quality research throughout this project, and to produce a report for High Trees using the data collected to examine the issues of serious youth violence and the impact of our peer-research led approach in engaging with this subject matter.

3. Scope of work

The national funder have commissioned their own impact and evaluation partner who will be responsible for the evaluation of the national project as a whole and who will use the data collected nationally to report on the issue of serious youth violence. High Trees wish to commission their own report to ensure that the issue of serious youth violence in Lambeth is reported upon, our own work is thoroughly measured, and to use this report to influence local and national stakeholders. We also wish to ensure that the data captured is made sufficient use of where there may emerge a different research priority when the project is measured in the national context.

Area 1- Peer-Research support & practices

The manner in which the data is to be captured has been set by the national funder (the peer researchers will use an app that has been developed). The embedded researcher will work with us to ensure that the question design and data capture methods used are of the highest integrity and quality. This will include:

- Support the design, collection, analysis, monitoring and reporting of the peer led research
- Ensuring that the research project is following ethical practices and GDPR compliance.
- To work alongside the Community Action team to provide relevant support to enhance the quality of the research captured as and when necessary
- Being a critical friend to the process and help to bridge the local and national monitoring and evaluation of the programme
- Participation in relevant Network and M&E meetings

Area 2- Research Analysis and reporting

- To quality check the data as it starts to come through, to identify weaknesses in the data capture and solutions to help the Peer Researchers improve their practice
- To hold focus groups with peer researchers and stakeholders to gain deeper insights where necessary
- To capture learning on both the peer research and social action phases of the project
- To assist the Community Action team and peer researchers to clean the data as its coming in, to ensure that the sub themes and tagging/ coding is being conducted accurately and consistently
- To pull together the research in a report that is well organised, jargon free and that communicates the research findings in the most accessible way possible.
- To communicate research to different audience and assist in the visualisation of data.

Area 3- Final Report

- To produce an **interim report** and then a **final report**, touching upon the project as a whole, the issue of serious youth violence in Lambeth, the impact of using a peer research approach and the impact of using an organisation such as High Trees (a VCS organisation embedded in the local community) as opposed to other forms of research organisations of approaches

4. Tender process

We welcome expressions of interest from individual researchers and organisations with expertise in this area. Those interested in bidding to carry out this work should send a proposal which provides the following information:

- ⇒ Track record of working on comparable projects
- ⇒ Examples of written research reports or research briefings (no more than 2 per application, these can be attached as PDFs or word documents)
- ⇒ The main tasks to be carried and the days allocated to each task, including how much time will be spent on-site
- ⇒ The project team, including the main contact
- ⇒ The costs per day and the total cost for this project

Please submit your proposals, which should consist of no more than 4 sides of A4 in either PDF or word format.

We are happy to discuss details of this brief in more detail in order to aid proposals. Any enquiries should be e-mailed to: grace.english@high-trees.org

Deadline for proposals: **Sunday 12th December at 11pm**, to be sent via email to **grace.english@high-trees.org**

Tenders will be reviewed by High Trees and shortlisted candidates will be further queried through a follow up meeting. We expect to appoint by mid-January, if not sooner.