

## T.E.D. Men's Activity Co-Ordination

Evaluation of the T.E.D. project to date has identified a trend that in general older men, do not engage or become involved within their community or the T.E.D. project as frequently as women. We are looking for innovative solutions in relation to the provision of services/activities under the T.E.D. banner for older men in East Lindsey. Application for funding for this service is now open with a closing date of December 20<sup>th</sup> 2017.

Applications are to include the following criteria:

1	To be known and advertised as the <b>'T.E.D. Men's Activity Co-Ordination'</b>
2	To support men over the age of 50 years with a focus within the 4 key areas of the Project – Mablethorpe, Skegness, Louth and Alford. We will also consider applications which demonstrate an ability to expand across the wider T.E.D. area whilst focusing on the aforementioned key geographical areas.
3	All services/activities are to be located within East Lindsey.
4	Demographic feedback proven on need and desire within working areas
5	Varied services/activities to be implemented – Excluding Men's Sheds (for which individual groups may apply to T.E.D. for specific 'Step Up' commissions). Innovative ideas for differing sustainable activities to reach a wider audience and meet a greater need.
6	To improve how active and involved older men within East Lindsey are within activities/services and within their community.
7	Encourage individuals to sign up for T.E.D. Membership in order to increase the opportunities for social activity of older people.
8	Work in partnership with other willing organisations in order to improve the service and maximise impact.
9	Maintain sufficient and legal data protection procedures in order to supply T.E.D. in East Lindsey with individual data in relation to each service/activity including attendance.
10	Establish and maintain effective safeguarding procedures.
11	Comply with all the contractual monitoring requirements of the Service Level Agreement (SLA). These shall include: <ul style="list-style-type: none"> <li>a) Quarterly outputs monitoring reports against the activities described in this Tender Specification.</li> <li>b) Quarterly financial reporting – to include variance against the agreed budget.</li> <li>c) Outcomes monitoring through Big Lottery's Common Measurement Framework (CMF). There will be targets set within the SLA for the successful return of CMFs.</li> <li>d) Attend a minimum of 1 T.E.D. focus/planning meeting per annum, and T.E.D. training and provider meetings as requested.</li> </ul>
12	Produce a realistic Project Plan as part of the Tender Specification. This must reflect the service becoming active before the end of the 1st quarter (with the contract to start in early 2018).
13	Hold a high profile launch event. Including attendance from other organisations and strategic individuals, and in partnership with T.E.D. staff.
14	All marketing shall use the T.E.D. and Big Lottery logo and relate to the service as the T.E.D. Men's Activity Co-Ordination. All marketing is to be agreed by the T.E.D. Project Manager before publication.
15	The T.E.D. Men's Activity Co-Ordination shall be delivered for no more than £40,000 per annum.
16	The contract shall be for a period of 1 year.
17	Re-commissioning application shall depend on availability of funds and performance during year 1.
18	All services within the commission are to include a sustainability plan where possible.