

## **Community Activation Academy**

### **Context**

Black Country partners<sup>1</sup> have successfully gained funding from Sport England's Commonwealth Active Communities Fund (CAC), using the 2022 Commonwealth Games to act as a catalyst to help us to continue to drive transformational change. The CAC funding will support the Black Country to increase activity levels across the least active to support good mental and physical health and reduce inequalities in activity levels.

### **Platform**

As part of this programme, Black Country partners are looking to develop a Community Activation Academy – a bespoke platform that will enable us to harness the power of the messenger effect and provide Black Country residents with the information and resources they need to support and encourage others to be active and to enable a genuine legacy of participation from the Commonwealth Games. As such, we are inviting tenders for the development of a web-based platform that will provide us with an opportunity to develop the activity workforce of the future.

### **Required Features**

- Welcome page where users can select the role they're looking to upskill towards – a series of 'triage' questions will be available to ascertain the appropriate signposting for users
- Participant area where users can sign-in, keep track of progress, log achievements (e.g., volunteer hours, people supported) and submit evidence (e.g., upload videos and files) that trigger incentives (such as vouchers for local activities or equipment).
- Community area where users can form groups with other users for support and competition
- Learning Management System function (or equivalent), whereby admin can add new roles and upload modules that can only be accessed by users who have signed in
- Ability for users to undertake training modules (that unlock with progress)
- Information on future career options in the sector, including links to external training opportunities
- Incentive's area, which will be unlocked based on users reaching milestones

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<sup>1</sup> A consortium of partners contributed to the funding submission led by Active Black Country, including Dudley MBC, Sandwell MBC, Walsall MBC, City of Wolverhampton Council, Black Country Together and Canal and River Trust.

## Expectations

The lead organisation will outline their proposal based on the information contained in this invitation to tender. The appointed developer will be responsible for producing their own detailed timeline for completing the platform, including key milestone dates and associated risks. A consortium of partners will form a working group and meet the developers fortnightly during the development phase.

## Timescales

Active Black Country are looking to launch this platform to coincide with the Commonwealth Games which launch on 28<sup>th</sup> July 2022. The table below summarises the timescales for this project;

Work Area	Date
Invite to tender distributed	21/02/2022
Tender submission deadline	14/03/2022
Interviews	21/03/2022
Developer appointment	23/03/2022
Design and development	April-May 2022
Local testing	June 2022
Platform launch	25/07/2022
Games start	28/07/2022

## Quotes

The fee quotation should contain a detailed breakdown of all costs, inclusive of all expenses and include VAT where appropriate.

Quotations should be received by Joanne Dodd (Active Black Country Workforce Lead) and should include;

- Your understanding of the task
- Your development plan, including specific tasks, timeframe, staffing and costing
- Details of personnel, including qualifications, specialisms and roles which they will play
- Examples of other similar pieces of work undertaken by the organisation, including your track record on delivery.
- Documents will be expected in editable formats as well as pdfs. Intellectual property will be that of the project funders

## Key Contacts

Joanne Dodd – ABC Workforce Lead – [joanne\\_dodd@blackcountryconsortium.co.uk](mailto:joanne_dodd@blackcountryconsortium.co.uk)

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