**EDG GRANT APPLICATION GUIDANCE**

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**Internal Use Only**

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**GLOSSARY**

In this Grant Application Guidance the following terms shall have the following meanings unless the context requires otherwise:

**“Applicant”** means an organisation or cluster of organisations that submits an Application for an EDG Grant;

**“Application”** means a fully completed EDG Grant Application Form.

**“Authority”** means the Secretary of State for Work and Pensions acting as part of the Crown through his/her representatives in the Department for Work and Pensions;

**“Clarification Questions”** are questions submitted by Applicants to [CAXTONHOUSE.RPC@DWP.GOV.UK](mailto:CAXTONHOUSE.RPC@DWP.GOV.UK).

**“Cluster”** means, where applicable, a group of organisations acting together for the purposes of applying for and receiving the Grant and carrying out the Funded Activities;

**“Cluster Member”** means, where applicable, a member of the Cluster other than the Grant Recipient;

**“Commencement Date”** means the date on which the Grant Funding Agreement comes into effect as specified in the Grant Funding Agreement;

**“EDG”** or **“EDG Grant”** means the Evidence and Dissemination Grant proposed to be awarded as a result of this EDG Grant Competition;

**“EDG Grant Competition”** means the competition for EDG Grant to which this Grant Application Guidance relates;

**“EIR”** means the Environmental Information Regulations 2004;

**“Family Policy Areas”** means family support services delivered by LAs and the Authority;

**“FOIA”** means the Freedom of Information Act 2000 and any subordinate legislation made under that Act from time to time together with any guidance or codes of practice issued by the relevant government department concerning the legislation;

**“Funded Activities”** means the activities for which the EDG Grant is to be used, as described in this Grant Application Guidance;

**“Funding Period”** means the period for which the Grant is awarded starting on the Commencement Date and ending on 31 March 2025

**“Grant”** means the sum or sums the Authority will pay to the Grant Recipient as set out in the Grant Funding Letter;

**“Grant Application Guidance”** means this EDG Grant Application Guidance, as amended from time to time unilaterally by the Authority;

**“Grant Funding Agreement”** means the Grant Funding Agreement for EDG including the conditions set out in it, any annexes to it, and the Grant Funding Letter;

**"Grant Funding Letter”** means the letter the Authority will issue to the Grant Recipient confirming the award of the EDG;

**“Grant Recipient”** means the Grant Recipient who is the successful Applicant chosen to provide the Funded Activities;

**“LAs”** means Local Authorities.

**“Products”** means evidence, guides and tools;

**“Prohibited Act”** means:

(a) directly or indirectly offering, giving or agreeing to give to any servant of the Authority or the Crown any gift or consideration of any kind as an inducement or reward for:

(i)   doing or not doing (or for having done or not having done) any act in relation to the obtaining or performance of this EDG Grant Competition or the Grant Funding Agreement; or

(ii)   showing or not showing favour or disfavour in relation to this EDG Grant Competition or the Grant Funding Agreement;

(b) committing any offence:

(i)   under the Bribery Act 2010;

(ii)  under legislation creating offences in respect of fraudulent acts; or

(iii)  at common law in respect of fraudulent acts in relation to this EDG Grant Competition or the Grant Funding Agreement; or

(c) defrauding or attempting to defraud or conspiring to defraud the Authority or the

Crown;

**“Registered Interest Parties”** means potential applicants who have registered their interest in the EDG Grant with the Authority;

**“RPC”** means reducing parental conflict;

**“Specification”** means the statement of requirements of the Authority in respect of the EDG Grant as set out in the Grant Application Guidance;

**“TUPE”** means the Transfer of Undertakings (Protection of Employment) Regulations 2006 (SI 2006/246) as amended, replaced, or any other regulations implementing the Acquired Rights Directive;

**“UK”** means the United Kingdom.

**Please read this document and all the information in the Grant Advert for EDG before you complete the online application form.**

**1 - Introduction to the Evidence & Dissemination**

The EDG Grant is a £1m grant fund across two years to support the Reducing Parental Conflict programme of the Authority. The Authority’s RPC Programme works to equip organisations that deliver family services to improve outcomes for children, through reducing conflict between parents or carers, whether they are together or separated.

The Funded Activities cover three broad, but interlinked strands. The Grant Recipient will be expected:

1. To produce and share evidence, guides and tools – to equip LAs with the resources to inform their RPC support;
2. To provide direct support to LAs – to help them improve and embed their RPC support; and
3. To identify emerging areas of interest – to support the Authority in widening and increasing the reach of RPC into other Family Policy Areas.

See part y for more information

**2 - Eligibility**

Eligibility details are set out below. Everything that an Applicant must adhere to, or match is in this EDG Grant Application Guidance document.

Applicants may be: Non-profit, Private Sector, & Public Sector organisations i.e.

* Public sector organisations including Universities, and other UK government departments.
* Private sector organisations that are registered with the UK registrar of companies - Companies House, who have their registered office in the UK, whose operations are carried out in the UK and who have submitted annual accounts to Companies House for at least 3 years prior to making the EDG Grant Application.
* Third sector organisations that are officially registered and have submitted annual accounts to the Charity Commission for at least 3 years prior to making the EDG Grant Application.
* Individuals, partnerships and sole traders cannot apply for the EDG Grant

Additionally:

* The Applicant must have a bank account that is registered in the UK and has been operational for at least 3 years;
* The Applicant must carry out the Funded Activities on a not-for-profit basis – that is, no profits are to be made by the Grant Recipient as a result of carrying out the Funded Activities. The Grant Recipient must be able to provide clear evidence of meeting this requirement to the Authority;
* The Applicant must have no history of insolvency;
* The Applicant must have other sources of income for the period of the Grant, and
* The successful Applicant will be subject to due diligence to be carried out by the Authority where the Authority will review the Applicant against the Government Grants Due Diligence Checklist, see link below.
  + <https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fgcoe.civilservice.gov.uk%2Fwp-content%2Fuploads%2F2016%2F03%2F2018-04-03-Basic-Due-Dilligence-Checklist-v.02-2.docx&wdOrigin=BROWSELINK>

**3 - Proposed Competition Timetable and Administrative Arrangements**

|  |  |
| --- | --- |
| **Activity** | **Dates** |
| EDG advert goes live | 7 November 2022 |
| Application window | 7th November – 2nd December 2022 |
| Issue of remaining EDG Grant Competition documents | On request by Registered Interested Parties |
| Deadline for Clarification Questions from Applicants | 18th November 2022 |
| Deadline for the publication of responses to Clarification Questions from Applicants | 23rd November 2022 |
| Deadline for Application Submissions | 11.59pm 2nd December |
| Evaluation of Applications and internal approval processes | Throughout December 2022 |
| Applicants notified of outcome | End of January 2023 |
| Expected date of EDG Grant Funding Agreement signature | February 2023 |
| Expected Commencement Date of EDG Grant Funding Agreement | 1st April 2023 |
| Funding Period Ends | 31st March 2025 |

**4 - Clarification Questions**

Applicants may seek clarification regarding any aspect of this EDG Grant Competition prior to the Deadline of 18th November for Clarification Questions from Applicants. (Please submit questions to [caxtonhouse.rpc@dwp.gov.uk](mailto:caxtonhouse.rpc@dwp.gov.uk)).

The Authority will respond to Clarification Questions at the earliest opportunity, and no later than the date set out in the proposed timetable on page 5. The Authority will maintain an anonymised Clarification Questions log, and regularly issue updates to Registered Interested Parties.

To ensure that all potential Applicants have equal access to information regarding this EDG Grant Competition, the Authority will e-mail all Registered Interested Parties with its responses to Clarification Questions raised, on an anonymous basis.

Subject always to the Authority’s obligations under FOIA and EIR and any other applicable legislation, if a Clarification Question is deemed by a potential Applicant to be commercially confidential, then the potential Applicant should clearly indicate as part of their Clarification Question that it believes this to be the case. The Authority will consider this request and may exercise its discretion to keep such information confidential when handling the Clarification Question.

The Authority will not enter exclusive discussions regarding the requirements of this EDG Grant Competition with potential Applicants.

At times the Authority may issue communications to the email address for the potential Applicant contact provided in the EDG Grant Application Form, therefore please ensure that this mailbox is reviewed on a regular basis.

**5 - Project Costs**

All Applicants (including the Grant Recipient) will be liable for all costs incurred in the preparation and submission of their Grant Application. The Authority will not be liable for these costs and the Grant Recipient cannot use the EDG Grant Funding to cover costs incurred in the preparation and submission of their Grant Application.

**6 - Submitting an Application**

In order to apply for an EDG Grant your organisation must register at [Find a grant](https://www.find-government-grants.service.gov.uk/)

To sign up to this notification, head to the bottom of the [Find a Grant home page](https://www.find-government-grants.service.gov.uk/), where there will be blue box, and click the bell image to register.

You can use this service to:

* + access government grant funding
  + search and filter to find a grant that matches your needs
  + find out if you are eligible to apply for a grant
  + find out how to apply for a grant
  + receive news on new grant competitions

If you need help signing up for an update, email [govtgrantscommunity@cabinetoffice.gov.uk](https://www.find-government-grants.service.gov.uk/notifications)

The EDG is advertised on the “Apply For A Grant” site and there you will find the Grant Application form. All Applications must be completed on this portal – Application submitted by any other means will not be accepted.

The Authority must receive all fully completed and final Applications before the deadline for submissions – 11.59pm 2nd December 2022.

The Authority will not accept any applications received on or after the Deadline for Application Submissions.

Each Applicant is responsible for ensuring that its Application has been successfully completed and all relevant information submitted to the Authority by the Deadline for Application Submissions. For these purposes, it is recommended that each Applicant allows time for a final check to be undertaken prior to the Deadline for Application Submissions.

An Applicant may modify and resubmit its Application at any time prior to the Deadline for Application Submissions. Applications cannot be modified by Applicants after the Deadline for Application Submissions.

An Application (including costs stated within the Application) must remain valid and capable of acceptance by the Authority for a period of 210 days following the Deadline for Application Submissions.

**7 - Statement of Requirements (“SPECIFICATION”)**

**The Reducing Parental Conflict Programme**

Since 2017, the Authority has run the RPC Programme. This works to equip organisations which deliver family services with the tools they need to reduce conflict between parents or carers, (whether they are together or separated) to improve outcomes for children.

Not all conflict is damaging, but when conflict between parents is frequent, intense and poorly resolved, it can put children’s mental health and long-term outcomes at risk. Parental conflict is not domestic abuse, and the RPC Programme continues to work with stakeholders to highlight the differences between conflict and abuse in order to ensure that families experiencing domestic abuse are referred to the appropriate service.

The RPC Programme has developed over the course of its lifetime, and this development can be split into two phases:

**Phase 1 - 2017-2021**: **Building evidence and capability**

1. **Building evidence**: Testing specialist interventions and innovative approaches to providing parental conflict support.

In its first phase, the RPC Programme delivered seven RPC specialist interventions in 31 LA areas to test for efficacy. Alongside this, the Authority ran a Challenge Fund for organisations to test innovative approaches to support for specific groups of disadvantaged families and to test digital support. The Authority also worked with the Department for Health and Social Care and Public Health England (now Office for Health Improvement and Disparities) to integrate RPC support in whole family, whole system approaches to addressing alcohol misuse.

The evidence gathered from this first phase is helping to support services that work with families and to influence the Authority’s approach to the development of the RPC Programme.

1. **Building capability**: Providing training for LAs and senior leaders.

The Authority provides a flexible RPC training offer for LA staff, ranging from awareness level to train the trainer. Alongside this, the Authority provides small grants for local senior leaders to use to increase RPC awareness.

Previous grants for the purposes of evidence gathering and dissemination have been awarded up to £500,000 per year where the activities carried out with those grants gathered and disseminated evidence to support the RPC Programme.

**Phase 2 – 2022-2025: Building sustainability**

The Authority is now building on the Phase 1 achievements to embed RPC activity in the work of LAs and their partners. To do this, the Authority has provided funding to 151 Local Authorities in England to spend on improving their local RPC offer through an RPC Local Grant. The Authority is also launching a new Broadening RPC Support Challenge Fund, to understand the specific needs of diverse families and to develop digital RPC support for parents to access independently.

See the [RPC Gov.UK](https://www.gov.uk/government/collections/reducing-parental-conflict-programme-and-resources) pages and the [Reducing Parental Conflict Hub](https://reducingparentalconflict.eif.org.uk/) to learn more about the RPC Programme and the families it seeks to support.

**The role of the EDG**

The Funded Activities for which the EDG Grant is to be used cover three broad, but interlinked strands, the EDG Grant Recipient will be expected:

1. To produce and share evidence, guides and tools – to equip LAs with the resources to inform their RPC support;

2. To provide direct support to LAs – to help them improve and embed their RPC support; and

3. To identify emerging areas of interest – to support the Authority in widening and increasing the reach of RPC into other Family Policy Areas.

Detail of the requirements under each of these strands is set out below, as well as the anticipated percentage of Grant Funding for each strand.

**Requirements**

1. **Produce and share Products – to equip LAs and their partners with the resources to inform their RPC support. c. 40% of the grant value.**

There are two elements to this requirement:

1. Producing evidence, guides and tools

Core guides already exist for the RPC Programme, which the Authority is not looking to replicate, these are available at [Reducing Parental Conflict Hub](https://reducingparentalconflict.eif.org.uk/). The specific details of the guides and their content must be agreed in advance with the Authority but these would need to be comprised of new material.

All Products must fulfil an identifiable need and could comprise items such as:

* Case studies on efficacy of interventions
* Best practice guides
* Evidence reviews

All Products should:

* lend themselves to adaptation to local circumstances by users with a focus on practical actionable proposals;
* include reference to and build on current guidance and knowledge;
* be inclusive and culturally sensitive, to facilitate support for a broad range of families; and
* be readily understandable for a non-specialist audience with limited time to read in-depth about different approaches.

In order to ensure the Products meet a need and reflect the latest evidence, the Grant Recipient will be required to:

* liaise with academics that work in the field, to ensure the Products are developed to include latest research findings
* Work with the Authority to ensure emerging learning is considered (it will be the responsibility of the Authority to provide this learning).

In order to inform further work, the Grant Recipient will be required to engage with the LAs and partners that use the Products, to help the Grant Recipient understand how the Products are used and to what effect.

1. Sharing and promoting learning and good practice

A key element of the Reducing Parental Conflict work is to communicate learning to a wide variety of services, organisations and other Government departments that work with disadvantaged families or have an interest in the work.

The Grant Recipient will be required to use a range of platforms and methods to disseminate learning and provide links between all those working in this area, working alongside the Authority where appropriate (e.g. any work with other Government departments). The Authority expects this to include a range of national and local face to face events and resources relating to specific topics and sectors.

1. **Provide direct support to LAs to help them improve and embed their RPC support c. 40% of the grant value.**

A key goal of the RPC programme is to embed this work in the business-as-usual activities of LAs and their multi-agency partners e.g. Public Health services or the Police. To do this, data is needed locally to show the current and potential longer-term impacts of the work.

The Grant Recipient will be required to:

* Support LAs and multi-agency partners on data gathering and analysis to determine the impacts of RPC support and training (e.g. through cost/benefit analysis);
* Support LAs and multi-agency partners to interpret relevant local and national findings, to help inform local decision-making; and
* Support LAs and multi-agency partners to engage specific sectors in the RPC work (e.g. health workers).

1. **Identify emerging areas of interest, to support the Authority in increasing the reach of RPC into wider Family Policy Areas. c. 10% of the grant value.**

Throughout the Funding Period, in addition to the specific requirements outlined above, the Authority expects the Grant Recipient to remain alert to wider societal themes and changes where parental conflict evidence and support may be beneficial. This is likely to include an understanding of:

* Family Policy Areas across government,
* Being alert to current and future factors that will influence these Family Policy Areas
* The impact this may have on RPC support and
* How RPC work can engage with wider Family Policy Areas (e.g. Supporting Families, Strengthening Families, Family Hubs, implementation of Care Review recommendations)

The Grant Recipient will be expected to respond with new and innovative approaches to increase the evidence base around RPC and improve the support available, including through influencing and potentially integrating with wider Family Policy Areas.

The Grant Recipient will be required to work closely with the Authority to agree these areas of interest and methods to address them.

The Authority anticipates up to 10% of the budget to be spent on this work and will need to agree how costs are apportioned to this work and the process for agreeing these activities in advance with the Authority without undermining the Grant Recipient’s ability to respond.

**Up to 10% of the remaining budget will be allocated to reasonable incidentals in line with Cabinet Office Grants Functional Standards – see** [**Government Functional Standard GovS 015: Grants - GOV.UK (www.gov.uk)**](https://www.gov.uk/government/publications/grants-standards)**, such as**:

* Project management
* Administration
* Senior oversight
* Digital maintenance

**8 - Evaluation - Weighting &** **Scoring framework**

There are four judgement points which applications will be scored on which correspond to sections of the application form.

Each question in the judgement point will be marked out of 4 independently by at least three people in the Authority with the final score agreed at a moderation session.

4 is Excellent

3 is Good

2 is Satisfactory

1 is Poor

The scores awarded for each judgement point will be weighted to give an overall score for the Application (“**Overall Score**”) out of 4.

Weighting will occur by taking the score for individual questions and multiplying it by the percentage weighting for that question. i.e. if an applicant scored 3 for:

* An outline of how the Applicant will deliver the EDG requirements including examples of Products the Applicant plans to create; an overview of activity that would support successful delivery of the requirements; and the rationale for this.

It would be multiplied by 10% for a final score of 0.3.

The below table provides an example:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Question | Weighting | Score (out of 4) | Weighted score | Potential max score |
| Q1 | 10% | 3 | 0.3 | out of 0.40 |
| Q2a | 8% | 2 | 0.16 | out of 0.32 |
| Q2b | 7% | 1 | 0.07 | out of 0.28 |
| Q3a | 8% | 4 | 0.32 | out of 0.32 |
| Q3b | 8% | 2 | 0.16 | out of 0.32 |
| Q4 | 3% | 3 | 0.09 | out of 0.12 |
| Q5 | 4% | 2 | 0.08 | out of 0.16 |
| Q6 | 7% | 4 | 0.28 | out of 0.28 |
| Q7a | 9% | 2 | 0.18 | out of 0.36 |
| Q7b | 9% | 1 | 0.09 | out of 0.36 |
| Q8 | 7% | 3 | 0.21 | out of 0.28 |
| Q9a | 3% | 2 | 0.06 | out of 0.12 |
| Q9b | 3% | 4 | 0.12 | out of 0.12 |
| Q9c | 2% | 2 | 0.04 | out of 0.08 |
| Q10 | 10% | 1 | 0.1 | out of 0.40 |
| Q11 | 2% | 1 | 0.02 | out of 0.08 |
|  |  | **Overall Score** | **2.28** | **out of 4** |

In this example the applicant would have scored 2.28 out of a possible 4. The winning applicant will be the one with the highest Overall Score.

In the event of a tie the highest score on question 1 will be the winner, if still tied the highest scores will be compared sequentially through questions 10, 7a, 7b, 2a, 3a, 3b, 2b, 6, 8, 5, 4, 9a, 9b, 9c, and 11 with the first Applicant to have a higher score in the sequential sequence the winner. In the event the two highest scoring Applicants have identical scores the Applicants will be asked to individually do a 15 minute presentation to the Senior Official Responsible and two other officials not involved in the previous scoring on Question 1, with the winner being the one the Senior Official Responsible and officials judge best meets the consideration points.

The four Judgement Points are:

|  |
| --- |
| **Judgement Point 1:**   * Applicant to provide detail of how the Applicant would carry out the Funded Activities and ensure EDG requirements are met.  Applicant should provide an outline and detail a clear rationale of how the Applicant will deliver the Evidence & Dissemination Grant (EDG) requirements and ensure the Funded Activities are successfully carried out - **Weighting 25%**. |
| **Judgement Point 2:**   * Applicant to give a detailed overview of ‘what and how’ Funded Activities will be carried out and clear plans for staffing - **Weighting 30%.** |
| **Judgement Point 3:**   * Applicant (either alone or as part of a Cluster) to set out the experience and capability required to carry out the Funded Activities and meet the EDG requirements - **Weighting 25%.** |
| **Judgement Point 4:**   * Applicant to detail how the Funded Activities could be carried out and what budget/timelines they would need to do this as compared to their proposals as set out in Question 11 as well as any risks and mitigations they perceive in the delivery of their proposals. It is recognised these will not be final and the Authority will agree specifics with the Grant Recipient post-application. **Weighting 20%.** |

These Judgement Points will be assessed through the following questions which will make up the application form. There is a character limit of 6000 on the Find a Grant service. DWP suggest a word limit for each section any additional words will be disregarded:

|  |  |  |  |
| --- | --- | --- | --- |
| Question No. | Question | Weighting | Word Count |
| Judgement Point 1 (25% Weighting) | | | |
| Q1 | An outline of how the Applicant will deliver the EDG requirements including examples of Products the Applicant plans to create; an overview of activity that would support successful delivery of the requirements; and the rationale for this. | 10% | 1000 |
| Q2 | How connected the Applicant is with wider family support across the public sector and what experience the Applicant has of working in this area by answering the following 2 sub-questions: |  |  |
| Q2a | What current or recent (i.e. within the last 2 years) experience does the Applicant have of working in Family Policy Areas (including Children’s Social Care)? | 8% | 500 |
| Q2b | What experience does the Applicant have of understanding current family policy, anticipating change and responding to this? | 7% | 500 |
| Judgement Point 2 (30% Weighting) | | | |
| Q3 | An overview of the proposed delivery model – including what and how it will be delivered and by whom by answering the following two sub-questions: |  |  |
| Q3a | Provide details of the Applicant’s existing network in local areas or, if it does not have one, how the Applicant would go about creating one. | 8% | 500 |
| Q3b | Detail what the Applicant’s experience is in using a variety of communication methods to deliver key messages to an audience. | 8% | 500 |
| Q4 | Detail the amount of people resource the Applicant needs to deliver the requirements. | 3% | 250 |
| Q5 | Detail the Applicant’s plans for staffing and clearly set out appropriate management arrangements | 4% | 250 |
| Q6 | How would the Applicant gather feedback on how the Applicant has carried out the Funded Activities and what feedback loops would the Applicant put in place to ensure the Applicant receives feedback from areas the Applicant will be working with and on any Products produced? | 7% | 500 |
| Judgement Point 3 (25% Weighting) | | | |
| Q7 | What internal expertise does the Applicant have to carry out the Funded Activities by answering the following two sub-questions: |  |  |
| Q7a | What expertise does the Applicant have in gathering, analysing and interpreting data in order to determine impacts of activities and influence decision-making? | 9% | 1000 |
| Q7b | What experience does the Applicant has of engaging with specific sectors including, for example Local Authorities, Public Health, Education? | 9% | 1000 |
| Q8 | Please detail the Applicants (individually or for each member of the cluster) organisational setup and how the Applicant has the expertise to carry out the Funded Activities and ensure EDG requirements are met. | 7% | 500 |
| Judgement Point 4 (20% Weighting) | | | |
| Q9 | Please detail how the proposal to deliver the Funded Activities and EDG Requirements as set out in Question 1 could be delivered by addressing the following three sub-questions: |  |  |
| Q9a | Please set out what milestones the Applicant envisages in delivering their proposal, for example what period of set-up would be required, what frequency would they look to publish products or hold events, how long they would aim to work with specific Local Areas, etc. | 3% | 500 |
| Q9b | Please detail any risks Applicant envisages in being able to carry out the Funded Activities and the Applicant’s proposed mitigations of those risks, including issues related to delivery (including Local Authority Capacity), commercial, legal, finance and data sharing. | 3% | 500 |
| Q9c | Please provide an explanation of how the Applicant would demonstrate the EDG requirements and Funded Activities are being successfully delivered, and if not what the proposed early exit strategy would be. | 2% | 500 |
| Q10 | Please detail the expected costs to carry out the Funded Activities and meet the EDG requirements (including VAT where appropriate) and the financial years within which the costs will fall including the total cost and detail of the breakdown of this cost over the financial periods 2023/24 and 2024/25, including how and over what periods the applicant would apply for release of the Grant Funding. | 10% | 1000 |
| Q11 | Please provide a summary of how the financial figures have been calculated and derived, including any key financial risks and mitigations. | 2% | 500 |

|  |  |
| --- | --- |
| **Score** | **Consideration Points** |
| **4 –**  **Excellent** | An excellent response that satisfies all of the following:  a) Addresses all aspects of the question in an informed and comprehensive manner;  b) Demonstrates a thorough understanding of the Funded Activities, Specification and local area family support systems, except for questions 10 and 11;  c) Provides a robust approach to meeting the EDG requirements in accordance with the Specification, with strong supporting detail and evidence; and  d) Provides the Authority with full confidence and no concerns that the potential Grant Recipient will meet the EDG requirements in full and in accordance with the Specification. |
| **3 –**  **Good** | A good response that satisfies all of the following:  a) Addresses all aspects of the question and is of a good standard;  b) Demonstrates a good understanding of the Funded Activities, Specification and local area family support systems, except for questions 10 and 11;  c) Provides a methodical and good approach to meeting the EDG requirements in accordance with the Specification, with a good degree of supporting detail and evidence; and  d) Provides the Authority with a good degree of confidence, but with very minor concerns, that the potential Grant Recipient will meet the EDG requirements in full and in accordance with the Specification. |
| **2 - Satisfactory** | A satisfactory response that satisfies all of the following:  a) Addresses the majority of the question and is generally of a good standard but lacks information, evidence or detail in some areas;  b) Demonstrates a reasonable understanding of the Funded Activities and Specification and local area family support systems, except for questions 10 and 11;  c) Provides a reasonable approach to carrying out the Funded Activities in accordance with the Specification, with a reasonable degree of detail and evidence; and  d) Provides the Authority with a reasonable degree of confidence, but with minor concerns, that the potential Grant Recipient will carry out the Funded Activities in full and in accordance with the Specification. |
| **1 –**  **Poor** | A poor response that:  a) Addresses some of the question but provides a poor level of information, evidence and/or detail; and/or  b) Demonstrates a poor understanding of the Funded Activities and Specification and local family support systems, except for questions 10 and 11; with a lack of clarity, information, evidence and/or detail in key areas; and  c) Provides an approach that fails to demonstrate that the Funded Activities would be carried out in accordance with the Specification and/or which lacks a reasonable degree of supporting detail or evidence; and/or  d) Provides the Authority with a low degree of confidence that the potential Grant Recipient will carry out the Funded Activities in full and in accordance with the Specification |

**9 - TERMS FOR COMPETING IN THE EDG GRANT COMPETITION**

The Authority will share a draft Grant Funding Agreement during the competition. This section deals with conduct of the competition.

* **Conduct**
  + The Applicant agrees to abide by the terms of the EDG Grant Competition and the code of conduct published by the Cabinet Office. The Applicant agrees to ensure that any of its staff, contractors, subcontractors, Cluster Members and advisers involved or connected with the EDG Grant Competition abide by the same.
  + <https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/754555/2018-11-06_Code_of_Conduct_for_Grant_Recipients.pdf>
* **Contact and Canvassing During the EDG Grant Competition**
  + The Applicant must not directly or indirectly canvass any Minister, public sector employee or agent regarding this EDG Grant Competition or attempt to procure any information from the same regarding the EDG Grant Competition (except where expressly permitted in the Specification). Any attempt to do so may result in the Applicant’s disqualification from the EDG Grant Competition.
* **Collusive Behaviour**
  + The Applicant must not (and shall ensure that its subcontractors, Cluster Members, advisors or companies within its group do not):
    - fix or adjust any element of the Application by agreement or arrangement with any other person;
    - communicate with any person other than the Authority about the value, price or rates set out in the Application; or information which would enable the precise or approximate value, price or rates to be calculated by any other person;
    - enter into any agreement or arrangement with any person, so that the person refrains from submitting an Application;
    - share, permit or disclose to another person access to any information relating to the Application (or another Application to which it is party) with any other person;
    - offer or agree to pay, give or does pay, give any sum or sums of money, inducement or valuable consideration directly or indirectly to any other person, for doing or having done or causing or having caused to be done in relation to the Application any other Application or proposed Application, any act or omission.
    - except where such Prohibited Acts are undertaken with persons who are also participants in the Applicant’s Application, such as subcontractors, Cluster Members, advisors or companies within its group, or where disclosure to such person is made in confidence in order to obtain quotations necessary for the preparation of the Application or obtain any necessary security;
  + If the Applicant breaches this section the Authority may (without prejudice to any other criminal or civil remedies available to it) disqualify the Applicant from further participation in the EDG Grant Competition;
  + The Authority may require the Applicant to put in place any procedures or undertake any such action(s) that the Authority in its sole discretion considers necessary to prevent or curtail any collusive behaviour.
* **Right to cancel or vary the EDG Grant Competition** 
  + The Authority reserves the right:
    - to amend, clarify, add to or withdraw all or any part of the EDG Grant Competition at any time during the EDG Grant Competition;
    - to vary any timetable or deadlines set out in the EDG Grant Competition;
    - not to conclude an EDG Grant Funding Agreement for some or all of the Grant Funding (as applicable) for which Applications are invited;
    - to cancel all or part of the EDG Grant Competition at any stage at any time. This includes, but is not limited to, in the event that the Authority concludes it is not financially viable to continue with the EDG Grant Competition and award process after receiving Applications from Applicants.
  + The Applicant accepts and acknowledges that by issuing the EDG Grant Application Guidance, including the Specification, the Authority is not bound to accept any Application or obliged to conclude an EDG Grant Funding Agreement with any Applicant at all.
* **Application of TUPE** 
  + It is the Authority’s view that TUPE will not apply to this grant. However, the Authority makes no representations and gives no warranties in this regard. Applicants should carry out their own due diligence, seek their own independent professional advice as to the application of TUPE and form their own views as to whether TUPE applies before submitting applications. If any Applicant has a contrary view to that of the Authority regarding the application of TUPE, this should be included in their application giving reasons for such view.