

About Ecorys UK

Ecorys UK is a leading research and consultancy company, with 270 colleagues working in research, evaluation, programme management and communications, based in Birmingham, Leeds, London and Brussels.

Our grant managers in the UK have helped clients in the fields of education and lifelong learning, employment and labour markets, health and healthcare, culture, sports and heritage, equality, diversity and inclusion and poverty, debt and financial inclusion. Over more than twenty-five years, we have built an outstanding reputation in the delivery of grant programmes to fulfil ambitious policy aims, through first class support to grant-funded organisations and wider stakeholders.

We manage a range of grant programmes including:

- The Turing Scheme, the UK's global programme to study and work abroad, in partnership with British Council and on behalf of Department for Education (<https://www.turing-scheme.org.uk/>)
- The Erasmus+ programme (<https://www.erasmusplus.org.uk/>)
- School Games Organisers on behalf of Sport England (<https://www.ecorys.com/united-kingdom/our-work/school-games-organisers-payment-programme>)
- Reducing Parental Conflict Challenge Fund on behalf of DWP (<https://www.ecorys.com/united-kingdom/our-work/reducing-parental-conflict-challenge-fund>)

Consultant Role

Ecorys UK is looking to commission a consultant to support development of processes for managing capital grant funding in UK programmes. We are looking for a consultant with:

- Experience of capital projects in a grants context including making judgements on planning, design, cost estimates, procurement, project and contract management and risk controls specific to capital projects.
- Experience of developing or refining grant funding processes and building capability and expertise in others.
- Experience or knowledge of assessing, monitoring or supporting capital grants to community groups would be a particular advantage, as would knowledge of how to improve equity in capital grantmaking.

Consultant Role

We are looking for a consultant to work with us to refine and develop our capital grant fund methodology, materials and processes. Processes might be used for a programme which is focused purely on capital grant expenditure, or for a programme that mixes capital with revenue and/ or other types of support.

Ecorys currently develops bespoke processes to reflect to specific requirements of each programme. We would like the consultant to draw on their own knowledge and experience, enhanced by further desk research, to identify capital funding considerations and methods to include in skeleton processes and/or guidance, and highlight good practice.

Some indicative questions we would like the consultant to answer:

What information should be gathered via the application process for small-scale* capital expenditure? This might relate to project planning, permissions and approvals, procurement, risk assessment and statutory legislation, and other aspects as suggested by the consultant.

- How might this be reflected in a single or multi-stage application process, for best practice?
- What judgements can be brought to bear on this information, by whom, and how can this be built into assessment processes? How and when are value for money and realism judged? How can capital projects be scored or otherwise ranked?
- How can capital funding grants be effectively monitored and managed, and in what ways do funders influence outcomes?
- How might our methods need to vary according to different types of capital work, lead partner, wider stakeholders, or other relevant factors?
- We are open to suggestions about how this would be best presented, in light of our intention to build up skeleton application, assessment and monitoring processes from this work, to apply to future programmes.

We do envisage a feedback session with the main contact based on draft material, and a final presentation/ discussion that may be with a wider group of grant managers. Our team is located in offices in London and Birmingham. The feedback and learning sessions may take place there, or via Teams, by mutual agreement.

We will expect to agree a timeline for deliverables, with the date for the final feedback and learning session anticipated to be no later than the end of October.

The ongoing contact for this work will be Kate Heywood, Associate Director in our Programme Management Unit. Further related work may follow from this initial brief (no commitment required).

Budget

We have a maximum budget available of £5,000 (inclusive of VAT) for this work. All costs, including travel and expenses, must be included within your budget.

How to apply

Please send a brief outline of work (including deliverables, number of days and cost, totalling no more than two pages) together with your CV and two references to kate.heywood@ecorys.com by 5pm on 30 July 2021.

Contact Kate via the email above to arrange an informal discussion, or to raise any questions.

Additional information

The consultant will maintain complete confidentiality of both verbal and written information shared. Other terms and conditions available on request.

Invoices may be issued on completion of the work, and will be paid within 30 days of receipt.