



etbi

Education and Training
Boards Ireland

*Boird Oideachais agus
Oiliúna Éireann*

**Request for Quotation
for Wider Benefits of
Learning Consultant**

November 2024

1. Request for Quotation

External Consultancy Services

Project Title: Wider Benefits of Learning
Project Group: Inclusion – ETBI FET Inclusion
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2. Administrative Details

Expected duration of consultancy engagement upon commencement of the contract: maximum 10 months.

ETBI Contact details:

- Name: Fergus Craddock
- Email: fergus.craddock@etbi.ie
- Phone: +353 087 377 9292

Supporting Structure:

The primary point of contact for the Consultant will rest with the FET Inclusion Unit within ETBI.

The Consultant will operate under the guidance and direction of a Steering Group and supported by a Working Group of FET representatives across ETBs, ETBI networks and expertise areas to advise and inform the development of the Wider Benefits of Learning Tool and ensure its application and utility within a FET setting.

3. Project Description

Project Purpose

The purpose of this project is to build on the experience and learning from the pilot phase of the Wider Benefits of Learning Framework/Tool to expand its for use across all sixteen Education and Training Board's (ETB) accredited and non-accredited Further Education and Training (FET) provision.

The SOLAS Further Education and Training Strategy document (2020-2024) specified that it accepts that other means of validating learning outcomes should be explored and developed, particularly for shorter taster courses. In conjunction, the Adult Literacy Strategy (2021) recommends that measuring success should be focused on both quantitative and qualitative indicators and that “ongoing learner and participant feedback would be key to continuous improvement and delivering on the actions and targets set out”. This Strategy noted the potential of developing an integrated Social Impact Assessment or well-being framework approach, as well as the emerging international practice on measuring well-being and the planned development of a well-being framework for Ireland.

Project Aims:

- a. Advance the development of robust Wider Benefits of Learning frameworks and tools, drawing directly from the insights and outcomes of the 2024 pilot programme.
- b. Engage sector through national approach across variety of FET programme areas supported by development of resources and training to support adoption catering for programme /context specific differences.
- c. Identification of additional resources required to embed the capturing of Wider Benefits of Learning Framework in FET for diverse learner cohorts and advise on the operationalisation of the tool.
- d. Validation of the Wider Benefits of Learning framework/tool to include Confirmatory Factor Analysis to ensure the structural validity of the tool.
- e. Scoping of means for online data collection and development of digital means to gather and display information to detail the learner journey with capacity sufficient to support sector and management of integration within PLSS.

4. Consultancy to be undertaken

Task No:	Deliverable:	Expected Timeframe
1.	Phase 2 Project scoping, detailed proposal and presentation delivered to ETB FET Directors for approval.	January – February 25
2.	Analysis and update/development of pilot tool/ modules in terms of pilot recommendations and application of Confirmatory Factor Analysis to pilot data.	January – June 25
3.	Conduct a review and advise on implementation of pilot recommendations on operational processes to support implementation of tool in variety of FET settings through provision of training and resource development.	January – June 25
4.	Scoping of means for online data collections and development of digital means to gather and display information to detail the learner journey with capacity sufficient to support sector and management of integration within PLSS.	January – October 25
5.	Develop plan on integrating and aligning Wider Benefits of Learning with other data on learner experience.	January – October 25
Total project Duration		Ten months

5. Project Schedule

Deliverable 1: Project scoping, detailed proposal and presentation delivered to ETB FET Directors for approval.

Sub-Deliverables		Actions	Due Date
1.1	Detailed proposal for Phase 2 of Wider Benefits of Learning project	1.1.1 Develop project scope considering learning from operationalisation of pilot iteration identifying steps necessary to prepare for scaling across all ETBs and FET programmes.	28 th February 2025
1.2	Presentation delivered to ETB FET Directors for approval.	1.2.1 Analysis of pilot experience identifying areas of best practice to communicate value towards raising awareness and enhance engagement to support broader adoption across all ETBs through FET Directors Forum.	

Deliverable 2: Analysis and update/development of pilot tool/ modules in terms of pilot recommendations and application of Confirmatory Factor Analysis to pilot data.

Sub-Deliverables		Actions	Due Date
2.1	Identify data collection categories	2.1.1. Update and enhance concepts/ outcomes associated with FET provision areas and develop reporting categories based on same	27 th June 2025
2.2	Distinguish data collection technique	2.2.1 Identify and detail the most appropriate data collection technique, informed by best practice, to incorporate learners with literacy/English language difficulties	
2.3	Identify operationalisation procedures	2.3.1 Consult on ongoing basis with Wider Benefits of Learning Working Group to inform operational procedures to include staff training, timeframe, environment, resources, IT, etc	
2.4	Undertaking of Confirmatory Factor Analysis testing /analysis	2.4.1 Undertaking of Confirmatory Factor Analysis testing/ analysis to assure the structural validity of the Wider Benefits of Learning Tool with confirmatory	

	<p>factor analysis of pilot data based on achieved sample size.</p> <p>2.4.2 Change of learner reflection sheet to include reporting of change and associated changes to tech and scripts to support educators facilitate reflective discussion of change.</p> <p>2.4.3 Staff training in reflective discussion to support process.</p>	
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Deliverable 3: Conduct a review and advise on implementation of pilot recommendations on operational processes to support implementation of tool in variety of FET settings through provision of training and resource development.

Sub-Deliverables		Actions	Due Date
3.1	Identify Wider Benefits of Learning Phase 2 schedule	<p>3.1.1 Distinguish the number of programmes/learners required for Phase 2 roll-out</p> <p>3.1.2 Contact ETB's regarding engagement with the rollout and obtain agreement to partake in the project</p> <p>3.1.3 Engage sector in variety of FET Programme areas, allowing for development time for engagement and scoping programme/ context specific differences</p> <p>3.1.4 Updated tool, resources and training materials and assets to be made available to ETBs through dedicated microsite on ETBI Digital Library</p>	27 th June 2025

Deliverable 4: Scoping of means for online data collections and development of digital means to gather and display information to detail the learner journey with capacity sufficient to support sector and management of integration within PLSS.

Sub-Deliverables		Actions	Due Date
4.1	Scoping of means for online data collection	4.1.1	31 st October 2025
		4.1.2	

Deliverable 5: Develop plan on integrating and aligning Wider Benefits of Learning with other data on learner experience

Sub-Deliverables		Actions	Due Date
5.1	Develop plan on integrating and aligning Wider Benefits of Learning with other data on learner experience	5.1.1	31 st October 2025
		5.1.2	
		5.1.3	
5.2	Establishment of Community of Practice	5.2.1	

6. Reporting Mechanism

The consultant will meet with the Steering Group on an agreed pre-defined schedule to update on the ongoing progress to ensure alignment with the project deliverables as outlined above.

7. Consultancy Costs

The overall cost of the consultancy will amount to no more than €45,000 which will include any expenses incurred in fulfilment of the contract.

Withholding taxes will be deducted where applicable.

8. Selection Criteria

The table below shows the selection criteria which will be used in deciding upon a consultant with whom to engage during the process and the weight given to each criterion.

Criterion	Weight
Relevant experience	25%
Methodology/Approach	25%
Availability	12.5%
Quality assurance	25%
Fee inclusions	12.5%

Relevant sectoral experience: Consultant should display relevant experience in working with the sectors area of this type, scale, and environment.

Methodology/Approach: Consultant should possess a sound understanding of the issues surrounding the project and be capable of tailoring the sequence of activities to ensure that the desired outcome is achieved.

Availability: Demonstrate an awareness of the time constraints placed on the project and establish a sequence of tasks and associated schedules necessary to achieve predetermined deliverables.

Quality assurance: The process the consultant will implement to ensure reliability of planning, design, documentation, and effective co-ordination of the physical aspects of the project.

Fee inclusions: Scope of services included in the fee proposal and the appropriateness of the quoted amount.