

**VRU APPLICATION for WEB-BASED PROBLEM PROFILE**

*(Please note – no hand written forms will be accepted)*

|  |
| --- |
| **Organisational Information**  |
| **Name of Organisation**  |   |
| **Postal Address** *(inc postcode)* |   |
| **Phone No**  | **Office**  |   | **Mob**  |   |
| **Email Address**  |   |
| **Website Address**  |   |
| **Name of Main Contact**  |   |
| **Job Title**  |   |
| **Type of Organisation**  | Not for Profit Organisation  |  |  |  |
|  |
| Community Interest Company  |  |  |  |
|  |
| Charity  |  |  |  |
|  |
| Social Enterprise  |  |  |
| Social Enterprise Community Group  |  |  |  |
|  |
| Community Group Incorporated Association  |  |  |  |
|  |
| Incorporated Association Other |  |  |  |
|  |
| Charity or Companies registered No: |   |
|  |  |
| **When was your Organisation set up?**  | **Month**  |  | **Year** |  |

|  |  |
| --- | --- |
| **Please Provide a summary of your organisation including the main activities, objectives and area which you cover** *(No more than 300 words)*   |   |
| **Delivering on the Proposed Project** |

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Question** | **Maximum Word Count** | **Weighting**  |
| 1 | **Proposal Criteria (General). Describe your plan for delivery based on the specification. Including, but not exhaustive:*** Describe the method you suggest, referencing your experience, on how you would deliver the platform
* Describe the method you would propose to use, referencing your experience, to build the platform
* Describe how you will ensure a high quality platform will be provided through your approach and methodology
* Describe how you will ensure regular and honest communication with the VRU throughout the project and enable useful and efficient exchanges of information and data
* Describe how you will ensure continued functionality and maintain technical support, including responding to unforeseen changes
 | 800 | 25% |
| 2 | **Proposal Criteria (Technical). Describe how your solution will meet the following essential requirements:*** It will work across a range of platforms
* It will be smart, professional and intuitive, offering users a clean and straightforward navigation experience
* It will include a dynamic and interactive map page, offering users options to select and deselect data, time ranges and location

  | 600 | 25% |
| 3 | **Attach a visual implementation plan with project timeline in line with project timescales detailed in the application guidance and, ideally, a wireframe of an example page of the web-based solution.** | Maximum A4 | N/A |
| 4 | **Proposal Criteria (Cultural Fit and CSR): Describe how you will:*** Explain how you will provide knowledge sharing and handover at the end of the assignment
* Explain how you will ensure collaboration at all levels of the project delivery between users, team members and management.
* Provide examples of your commitment to CSR in the areas of philanthropy, environmental protection, diversity or volunteering
 | 400 | 20% |

|  |  |
| --- | --- |
| **FINANCIAL INFORMATION** ***Total Amount of Funds Requested for 2020-21 – please supply a total breakdown in annex*** |  |
|  |  | Weighting  |
| **Please outline how your project achieves value for money**  |  | 30% |
| **Total amount requested (project build)** | **£** |  |
| **Total amount requested (hosting and support – per annum)** | **£** |  |

|  |
| --- |
| **ORGANISATION POLICIES, PROCEDURES AND DOCUMENTS (Please confirm these are in place by ticking the appropriate boxes)** |
| **Organisations rules, constitution or governing document** |  |
| **Organisations latest annual accounts**  |  |
| **Employer’s Liability Insurance**  |  |
| **Public Liability Insurance**  |  |
| **Professional Liability Insurance**  |  |
| **Insurance to cover Volunteers**  |  |
| **Safeguarding policy and procedures**  |  |
| **Complaints policy** |  |
| **Equalities policy** |  |

**DECLARATION**

1. I am authorised to make the application on behalf of the above organisation.
2. I certify that the information in this application is correct.
3. If the information in the application changes in any way I will inform The VRU immediately.
4. I give permission for The VRU to record the information in this form electronically and to contact my organisation by phone, mail or email with information about its activities and about funding opportunities.
5. I agree to participate in monitoring, auditing and evaluation related to these funds

Please tick the box here to confirm acceptance of these conditions.

|  |  |
| --- | --- |
| **Name**  |   |
| **Position**  |   |
| **Date**  |   |
| **Signed**  |   |

**Please return this completed form no later than midday on Friday 9th October 2020 by email to** **vru@west-midlands.pnn.police.uk**