**Gwahoddiad i Gynnig Dyfynbris: Cydlynu Digwyddiad Ymgysylltu â Phobl Ifanc**

**Dyddiad cau ar gyfer cyflwyno – Hanner dydd, 27 Awst 2019**

Cydlynu digwyddiad ymgysylltu â phobl ifanc ar ran y Bwrdd Gwaith Ieuenctid Dros Dro.

Mae'r gwaith hwn ar gael i un sefydliad neu i bartneriaeth o sefydliadau (gyda phartner arweiniol wedi'i nodi i dderbyn arian).

1. **Cefndir**

Sefydlwyd y Bwrdd Gwaith Ieuenctid Dros Dro ym mis Hydref 2018 i roi cyngor i Weinidogion Cymru ar ddatblygu strategaeth gwaith ieuenctid newydd i sicrhau bod pobl ifanc yng Nghymru yn gallu cyrchu'r gwasanaethau y mae ganddynt hawl iddynt. Er mwyn gweithredu'n effeithiol, mae angen i'r Bwrdd sicrhau ei fod yn ymgysylltu â phobl ifanc er mwyn i’w safbwyntiau fod wrth wraidd unrhyw argymhellion polisi yn y dyfodol.

Gyda'r nod hwn mewn golwg, comisiynodd y Bwrdd arolwg 'Dewch i Siarad' eang ym mis Tachwedd 2018 a gasglodd farn dros 600 o bobl ifanc ledled Cymru.

Yn y cyfnod cyn cyhoeddi'r Strategaeth Gwaith Ieuenctid newydd ym mis Mehefin 2019, cynhaliwyd cyfres o grwpiau ffocws gyda grwpiau ieuenctid ledled Cymru i gasglu eu barn ar gynnwys ac iaith y Strategaeth. Argymhelliad allweddol a ddeilliodd o'r gwaith hwn oedd yr angen i ddatblygu fformat amgen o'r strategaeth ar gyfer pobl ifanc.

Mae'r Bwrdd yn dymuno adeiladu ar yr ymgysylltiad cychwynnol hwn yn awr trwy gynnal cyfarfod wyneb yn wyneb â phobl ifanc yn y cyfnod cyn cyhoeddi'r Cynllun Gweithredu ym mis Hydref 2019. Gofynnir i bobl ifanc gytuno ar ffurf y Strategaeth Gwaith Ieuenctid a’i dylunio mewn ffordd a fydd yn hygyrch i’w cyfoedion. Hefyd, gofynnir i'r bobl ifanc gynllunio model posibl ar gyfer ymgysylltu'n barhaus â phobl ifanc.

Mae is-grŵp Ymgysylltu ag Ieuenctid wedi'i sefydlu i sbarduno’r agwedd hon ar waith y Bwrdd yn ei blaen. Arweinir y grŵp hwn gan Sharon Lovell, un o aelodau'r Bwrdd.

1. **Gofyniad**

Rydym angen sefydliad sydd â phrofiad o weithio gyda phobl ifanc i gydlynu digwyddiad ymgysylltu â phobl ifanc – rhagwelir y bydd y digwyddiad hwn yn digwydd yn yr wythnos sy'n dechrau ar 7 Hydref 2019. Disgwylir i hyd at 25 o bobl ifanc gymryd rhan.

Wrth ddatblygu'r digwyddiad, dylai'r sefydliad:

* Sicrhau bod y digwyddiad yn hygyrch ac yn gynhwysol i bobl ifanc ledled y wlad; gan adlewyrchu cefndiroedd, hunaniaethau a phrofiadau amrywiol pobl ifanc yng Nghymru
* Adeiladu ar strwythurau presennol ymgysylltu ag ieuenctid lle bo hynny'n bosibl ond cadw ffocws ar gyrraedd pobl ifanc nad ydyn nhw'n ymwneud â gwaith ieuenctid ar hyn o bryd
* Sicrhau bod pobl ifanc yn gallu cymryd rhan yn y Gymraeg a’r Saesneg
* Sicrhau bod pobl ifanc yn cael eu galluogi i gymryd rhan trwy gefnogaeth gweithwyr ieuenctid lleol
* Sefydlu systemau priodol ar gyfer casglu gwybodaeth ddemograffig am y mynychwyr.

Bydd y sefydliad yn gyfrifol am yr holl drefniadau ymarferol. Bydd hyn yn cynnwys marchnata'r digwyddiad, bod yn bwynt cyswllt cyntaf ar gyfer pob ymholiad, archebu lleoliad a lluniaeth, gan sicrhau bod y lleoliad yn hygyrch, cynllunio rhaglen y digwyddiad a sicrhau lefelau staffio digonol ar y diwrnod.

Bydd Llywodraeth Cymru yn talu am logi lleoliad a lluniaeth y tu allan i'r contract hwn.

**Allbynnau allweddol**

* Cytuno ar ddyluniad ar gyfer fformat amgen i'r Strategaeth Gwaith Ieuenctid newydd
* Cynnig i hwyluso ymgysylltiad parhaus â phobl ifanc; bydd hwn yn cael ei gyflwyno i'r Bwrdd Gwaith Ieuenctid Dros Dro i’w drafod yn ei gyfarfod nesaf.

**Eich Ymateb**

Esboniwch eich methodoleg ar gyfer sicrhau y cyflwynir y digwyddiad yn llwyddiannus. Dylai eich ymateb fod yn ddim mwy na 1000 o eiriau.

**Meini Prawf Dyfarnu’r Contract**

Dyfernir y contract i'r dyfynbris mwyaf manteisiol yn economaidd o ran gwerth am arian ar sail y meini prawf canlynol, a restrir yn nhrefn eu pwysigrwydd gan gynnwys y pwysoliad sy'n berthnasol i bob maen prawf.

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| 1. | Profiad amlwg o weithio gyda phobl ifanc 11-25 oed | 25% |
| 2. | Gwybodaeth am waith ieuenctid | 25% |
| 3. | Profiad o reoli digwyddiadau gan gynnwys digwyddiadau hwyluso | 25% |
| 4. | Cost | 25% |

**Amserlen**

Cyhoeddi gwahoddiad i gynnig dyfynbris: 13 Awst 2019

Dyddiad dychwelyd ar gyfer tendrau: canol dydd 27 Awst 2019

Gwerthuso tendrau: 28 Awst 2019

Dyddiad Cychwyn y Contract: 2 Medi 2019

Dyddiad Diwedd y Contract: 31 Hydref 2019

**Cyllideb**

Y gyllideb ar gyfer y contract hwn yw £5,000.

**Manylion Cysylltu**

Dareth Edwards fydd rheolwr y contract. Dylid anfon ymatebion tendr i Youthworkboard@llyw.cymru. Dylid anfon unrhyw ymholiadau ynglŷn â'r briff i'r mewnflwch uchod.

**Invitation to Quote: Co-ordination of a Youth Engagement Event**

**Submission deadline – Midday, 27 August 2019**

To co-ordinate a youth engagement event on behalf of the Interim Youth Work Board.

This work is available to a single organisation or to a partnership of organisations (with a lead partner identified for receipt of funds).

1. **Background**

The Interim Youth Work Board was established in October 2018 to provide advice to Welsh Ministers on the development of a new youth work strategy to ensure young people in Wales are able to access the services they are entitled to. To operate effectively, the Board needs to ensure that it engages with young people themselves so that their views are at the heart of any future policy recommendations.

With this aim in mind, the Board commissioned a wide ranging ‘Let’s talk’ survey in November 2018 which captured the views of over 600 young people throughout Wales.

In the run up to the publication of the new Youth Work Strategy in June 2019, a series of focus groups were held with youth groups throughout Wales to garner their views on both the content and the language of the Strategy. A key recommendation to arise from this work was the need to develop an alternative format of the strategy for young people.

The Board now wishes to build on this initial engagement by hosting a face-to-face meeting with young people in the run up to the publication of the Implementation Plan in October 2019. Young people will be asked to agree and design a form of the Youth Work Strategy that will be accessible for their peers. The young people will also be requested to design a potential model for ongoing engagement with young people.

A Youth Engagement sub-group has been established to drive this aspect of the Board’s work. This group is led by Sharon Lovell, one of the Board members.

1. **Requirement**

We require an organisation that is experienced in working with young people to co-ordinate a youth engagement event - it is anticipated that this event will take place in week commencing 7 October 2019. Up to 25 young people are expected to take part.

In developing the event, the organisation should:

* Ensure the event is accessible and inclusive to young people across the country; reflecting the diverse range of backgrounds, identities and experiences of young people in Wales.
* Build on existing structures of youth engagement where possible but retain a focus on reaching young people not currently involved with youth work.
* Ensure young people are able to take part in both English and Welsh
* Ensure that young people are enabled to take part through the support of local youth workers.
* Establish appropriate systems for gathering demographic information on the attendees

The organisation will be responsible for all practical arrangements. This will include marketing the event, being the first point of contact for all enquiries, booking a venue and refreshments, ensuring the venue is accessible, planning the event programme and ensuring adequate staffing levels on the day.

Welsh Government will pay for venue hire and refreshments outside of this contract.

**Key outputs**

* Agreed design for an alternative format of the new Youth Work Strategy
* Proposal to facilitate ongoing engagement with young people; this will be presented for discussion to the Interim Youth Work Board at its next meeting

**Your Response**

Explain your methodology for ensuring the successful delivery of this event. Your response should be limited to 1000 words.

**Contract Award Criteria**

The contract will be awarded to the most economically advantageous quote in terms of value for money on the basis of the following criteria, which are listed in order of importance including the weighting applicable to each criterion.

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| 1. | Demonstrable experience of working with young people aged 11-25 | 25% |
| 2. | Knowledge of youth work | 25% |
| 3. | Experience of event management including facilitation events | 25% |
| 4. | Cost | 25% |

**Timetable**

Invitation to quote issued: 13 August 2019

Return date for tenders: midday 27 August 2019

Tenders evaluated: 28 August 2019

Contract Start Date: 2 September 2019

Contract End Date: 31 October 2019

**Budget**

The budget for this contract is £5,000.

**Contact Details**

The contract manager will be Dareth Edwards. Tender responses are to be sent to Youthworkboard@gov.wales. Any queries regarding the brief should also be sent to the above inbox.