**Greater Manchester Community Response - Voices of Ukrainians**

Macc are looking to commission a voluntary, community or social enterprise (VCSE) organisation to deliver a project which captures the voices of Ukrainian arrivals living in Greater Manchester.

The successful organisation will gather stories and insights about the needs of these individuals. This may include reflections on their experiences, their thoughts on the community response on arrival, what they need now and want for the future.

The outputs of this work will be used to influence medium and longer-term planning by statutory and VCSE support providers, provide valuable insight on improving future emergency responses in Greater Manchester and empower those who participate. We want Ukrainians stories to be heard by decision makers, in turn allowing them to be more responsive to identified needs.

Ukrainian’s voices in Greater Manchester will be plural and diverse therefore applicants must be thoughtful and creative in their capturing of this range.

Expressions of interest are welcome from organisations who are able to be flexible and creative in their reporting of information gathered, for example through infographics, a short film, or other media formats, to help to amplify the voices of those involved.

A total of **£9,000** (inclusive of VAT) is available for this project and should be used on the following:

* Engaging with Ukrainians living in Greater Manchester to find out their views, needs and wants
* Capturing information via various methods such as one-to-one interviews, focus groups, questionnaires, surveys, messaging applications e.g., WhatsApp, Telegram
* Collation of findings into a short report as well as potentially other media formats
* Handling information in accordance with UK data protection regulations

This project is being commissioned by Macc on behalf of a partnership of VCSE organisations and support bodies responding to the needs of sanctuary seekers in Greater Manchester. You can read about the Greater Manchester community response to the Ukraine crisis [here](https://www.10gm.org.uk/ukraine.html). This work is supported by NAVCA and the British Red Cross through the Ukraine Refugee Infrastructure Fund.

Organisations can apply individually or as a partnership. Macc will assess at least 3 expression of interests and select one to commission.

**Timeline**

* Open to expressions of interest: **Monday 20th February**
* Deadline for expressions of interest: **Monday 13rd March**
* Decisions: **Friday 17th March**
* Outcomes and findings must be shared/published by the **end of May**

**Expression of interest:**

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Please respond to these questions in no more than two pages and include links or attachments with supporting information if relevant. Contact millie@macc.org.uk if you would prefer to submit via an alternative format.

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| 1. **Organisation name**
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| 1. **Your name**
 |   |   |
| 1. **Your role**
 |   |   |
| 1. **Email Address**
 |  |   |
| 1. **Contact phone number**
 |   |   |
| 1. **Which localities does your organisation work in?**
 |    |   |
| 1. **Organisational Purpose:** Why does your organisation exist, who do you serve and where? If applying as a partnership, include this for all partners.
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| 1. **Plan:** What will your activity involve and how will it help to capture the voices of Ukrainian arrivals in Greater Manchester? What will you do? How many people will you speak to? Who will manage this project?
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| 1. **Engagement:** how do you plan to engage with Ukrainians living in Greater Manchester? Why will those involved trust your organisation and be willing to share their experiences? How will you engage with a wide variety of voices?
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| 1. **Previous work:** have you any previous projects of this nature, such as something you have published or shared to engage and influence an external audience, particularly decision-makers? If so, please detail below and provide links or attachments if relevant.
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| 1. **Budget:** Please briefly outline or list how you will spend the £9,000 (inclusive of VAT) available so we can assess value for money. Please add detail of how you can ensure proper financial oversight.
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 **12. To be successful your organisation must have and be able to produce when/if asked:** (please note that you do not need to send these to us now, just tick the boxes to confirm)

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| a Safeguarding policy  | ☐ |
| a Data Protection Regulation policy statement  | ☐ |
| a health and safety policy and/or procedures  | ☐ |
| a bank account in your organisation’s name with at least two signatories  | ☐ |
| a list of Board / Management Committee members including their roles  | ☐ |
| a governing document (i.e. Constitution)  | ☐ |
| relevant insurance  | ☐ |
| approval from your management committee for delivering this project | ☐ |