



Request for Tender for the Coordination of the 2023 Self-Assessment Review Study.

Overview

Invitation to Tender.

Student Sport Ireland (SSI) invites applications from suitably qualified contractors for the coordination of the 2023 SSI Self-Assessment Review (SAR) study and the delivery of the final executive summary report and individual SSI participating affiliated institutions' report.

Tender Outcomes:

- Coordinate the SAR 2023 Study
- SAR 2023 Executive Summary Report
- SAR 2023 Individual SSI Affiliated Institutional Reports.

Tender Submissions.

- A detailed cover letter addressing the *Tender Grading Criteria* set out below in section 12;
- Up to date CV.

Closing Date for Receipt of Applications: 1pm (Irish time) on 20th February 2023.

The SAR 2023 Study is funded by the Sport Ireland Research Grant Scheme and Healthy Ireland.

Request for Tender for the Coordination of the 2023 Self-Assessment Review (SAR) Study.

February 2023

1. Tender Invitations.

Student Sport Ireland (SSI) invites applications from suitably qualified contractors for the coordination of the 2023 SSI Self-Assessment Review (SAR 2023) study and delivery of the final report and individual SSI participating affiliated institutions' report.

2. Student Sport Ireland.

SSI is the governing body for third level sport on the island of Ireland and works in partnership with member third level colleges and sports bodies to support and develop the student sport experience, enhance student wellbeing, and lead and grow student sport in Ireland.

23 third level universities and institutions are affiliated to SSI representing approximately 230,000 full-time third level students.

SSI staff coordinate an intensive wide range of programmes and initiatives including:

- the planning and coordination of SSI third level competitions
- the coordination of high-performance student athletes competing at World University competitions
- the promotion and enablement of student sport and physical activity (PA)
- sport clubs and committees members leadership and skills development
- the provision of learning, development, networking, information, and knowledge sharing opportunities for SSI members and their staff, and
- the representation and promotion of SSI and the HE sector to stakeholders.

3. SSI Research Programme.

SSI has a well-established research programme and which informed the current strategic plan "[Leading Student Sport in Ireland](#)".

In 2011 the SSI Board took the strategic decision to support the development of a research programme to inform the ongoing development of the sector and HE sport and PA policies and programmes. With the significant support of SSI affiliated HEIs, Sport Ireland and Sport Northern Ireland, SSI has over the last decade built up significant institutional knowledge and experience in the planning, development, and delivery of both small and large scale research studies. Listed below are key SSI [research publications](#):

- 2016 Student Activity and Sports Study Ireland (SASSI) (incorporating SAR 2016 and the Student Survey)
- 2020 Self-Assessment Review (SAR 2020)
- 2022 Women's Student Coaching Academy Evaluation Report (unpublished)
- 2022 The Value of Third Level Third Level Sport and Physical Activity.

4. SSI Self-Assessment Review (SAR) Studies.

In 2016 with the support of Sport Ireland and Sport Northern Ireland SSI published its first SAR report. The report detailed the environment, provision, and support for student participation in sport and PA across 33 SSI affiliated and non-affiliated institutes of higher education (HEIs) on the island, north and south. SAR 2016, in conjunction with a second separate report on a survey of the participation in sport and PA of over 9,000 students, was significantly influential in that the results and recommendations

informed the development and provision of sport (including high performance and National Governing Bodies (NGB) linkages) and PA policy and programmes across the sector.

17 affiliated HEIs participated in the second self-assessment undertaken between April and May 2020 with the SAR 2020 report published in September 2020.

5. SAR 2023.

The proposed SAR 2023 is a follow on from the benchmark SAR 2016 study and the subsequent SAR 2020.

SAR 2023 will provide evidenced based results for consideration by SSI affiliated HEIs and NGBs in the planning, operation and future developments of sport and PA within the HEIs.

Following the COVID 19 pandemic there is anecdotal evidence of a change in the behaviour of student participation and in turn provision and delivery of services across the sector. SAR 2020 was undertaken at the onset of the pandemic but before the lockdowns began to influence and impact student participation in sport and PA. This was also prior to the merger of 12 Institutes of Technologies (ITs) and the establishment of 5 new Technological Universities (TUs). SAR 2023 will, as its predecessors have, significantly inform the strategic direction, policy and the provision of sport and PA within the sector given these major contextual changes.

6. SAR 2023 Objectives.

SAR 2023 will build on the understanding of the landscape from 2020 by making a direct comparison with the provision in 2023 to assist participating HEI sports staff and authorities in the planning, operation and future development of sport and PA, policy, and programmes across the sector. The study will also evidence the environment and provisions post-pandemic and mergers to support student participation in sport and PA, provide a comparison of findings across the participating HEIs, and enable the sector determine how sport and PA across the sector has changed since 2020 following the COVID 19 pandemic, the establishment of the 5 TUs, and the return of the student population to a full year of face-to-face teaching.

Specifically, the study will enhance SSI's and the sector's knowledge in terms of the following key performance indicators for participating member institutions:

- Staffing (including NGB Sports Development Officers)
- Location of Facilities
- Indoor Facilities
- Outdoor Facilities
- Capital Investment in Facilities
- Capital Investment in Competitive, Recreational and Exercise Programmes
- Student Activity Provision
- High Performance
- Structural Organisation of Sport and PA within HEIs
- Active Commuting/Travel
- Healthy Campus
- Volunteering Programmes.

7. SAR 2023 Methodology.

The study will comprise of a mixed methodology approach consisting of two elements: the completion of a self-evaluation questionnaire by the HEI representatives (i.e., the SAR Champions) and a "Face to Face" interview with the Champions.

The Self-Evaluation questionnaire will collate data (predominantly quantitative in nature) relating to:

- Locations of Facilities
- Personnel
- Financial Investment
- Student Participation Provision
- High Performance including linkages with NGBs and the Sport Ireland Institute.

The Face-to-Face Interview (1 hour in duration) will also be held virtually with the Champion with the interview questions circulated several weeks in advance to ensure sufficient time for consideration of the issues and for relevant information to be collected and recorded. The interview will gather data (predominantly qualitative in nature) relating to:

- Organisational Structure of Sport/PA
- Personnel
- Facilities
- Student Sport and PA Participation Provision
- High Performance Support Structures.

8. Key Outcomes and Timetable/Contract Duration.

- | | |
|--|-----------------|
| • Collation of all 2020 related docs including SOP and survey | March 2023 |
| • Review and update survey instrument and interview questions | March 2023 |
| • Initial call for expressions of interest from HEIs | March 2023 |
| • Finalise participating HEIs | March 2023 |
| • Finalise SAR Interview Questionnaire | March 2023 |
| • Develop SAR 2023 video tutorial (how to complete the survey) | April 2023 |
| • Data Collection (Online and Interviews) | May – End June |
| • Data Analysis | July |
| • Reports' Writing (Summary Report and Individual Institutional Reports) | August |
| • Report Design | August |
| • Draft of Institutional Reports to be circulated to Champions | Early September |
| • Deadline for any final changes to data submitted by Champions | September |
| • Re-analysis and amendments to write-up | September |
| • Issue of Final Executive Summary Report and Institutional Reports | September. |

9. GDPR/Ethical Approval.

By the very nature of the study HEIs that confirm their participation in the study are agreeing to share their individual HEI's data with SSI on the premise that this data will be used to establish a profile of the HEIs based on the KPIs set out above, are aware that their institute will be ranked and compared against institutions of a similar size but also benchmarked against the wider sector, and that their data will be published in the form of their individual Institutional Report and in an overall summary report.

10. Reporting.

The appointed contractor will report to the SSI SAR 2023 Steering Group and will be required as appropriate to meet in person with the Steering Group.

11. Contractor Fee.

The contract fee of €20,173 (including VAT) is in line with Point 1 of the IUA Researcher Salary Scales (October 2022) for 20 weeks.

12. Expenses, Place of Work and Equipment.

No additional expenses, including travel, subsistence and ancillary expenses or costs will be paid under this contract. Applicants to note that all associated expenses and costs, including VAT, are incorporated in the contractor fee outlined above.

While it is envisaged that the meetings with the contractor will be held in the main virtually there may be a requirement on occasion for meetings to be held in person at the SSI offices at the Sport Ireland Campus, Dublin 15.

The appointed contractor will be required to work from their own premises, and have access to their own laptop and printer.

13. Invoicing.

The fee will be paid in installments over the duration of the study on receipt of invoices on delivery of the key study outcomes set out above. VAT should be indicated separately on all invoices.

SSI retains the right to withhold payment where a contractor has failed to meet their contractual obligations to deliver services to an acceptable level of quality.

The relationship of the service provider to SSI will be that of independent service provider and nothing in any agreement shall render them an employee, worker, agent or partner of SSI and the service provider shall not hold themselves out as such.

14. Tender Grading Criteria.

- A post-doctoral researcher in Sport and PA (desirable)
- A postgraduate qualification in a relevant discipline (essential)
- Quantitative data analysis skills and experience
- Knowledge of related sport and PA literature research
- Project management skills and experience
- Experience in large scale population student and research
- Skills in the design, management and conduct of research
- Understanding of the SSI SASSI and SAR Studies
- Understanding of the third level sports structure and environment
- Proven experience of working with the third level sports sector.

15. How to Apply.

Applicants are requested to submit a detailed cover letter addressing the *Tender Grading Criteria* detailed above accompanied by an up to date CV to the SSI Development Manager Ciarán Ó hlarnáin at ciaran@studentsport.ie.

16. Queries.

All queries in relation to the application can be submitted to the SSI Development Manager Ciarán Ó hlarnáin at ciaran@studentsport.ie.

17. Closing Date.

The closing date for applications is 1pm (Irish time) on 20th February 2023. Applicants received after this time and date will not be considered.