

# **Carlow County Development Partnership: Invitation to Tender - Assessing Homelessness & Housing Needs** **(<https://www.activelink.ie/node/115740>)**



## **Research Brief: Assessing Homelessness and Housing Needs in Carlow County**

### **1. Introduction**

Carlow County Development Partnership CLG (CCDP), established in 2009, is responsible for managing and delivering various economic and social development programme for communities, enterprises, and individuals in Carlow Town and County. This research is being funded under the Carlow SICAP (Social Inclusion and Community Activation Programme), supported by the County Carlow LCDC (Local Community Development Committee).

The aims of the SICAP Programme are to reduce poverty, promote social inclusion and to improve the life chances and opportunities of those who are marginalised in society, living in poverty or in unemployment. It does this through a community development approach, and through targeted supports and inter-agency collaboration, underpinned by the values of equality, inclusion and social justice.

### **Context**

Homelessness represents a growing issue in Ireland. Homelessness is also a Thematic Focus Area in the SICAP programme. National and local data, on homelessness, show growing number of individuals and families who are affected by homelessness. Carlow County Development Partnership is committed to conducting research to better understand the needs and gaps in services for homeless individuals and families in Carlow.

### **2. Research Assignment**

The researcher (or team) selected for this assignment will be tasked with conducting primary research with individuals and families affected by homelessness in Carlow.

The associated objectives are as follows:

- To update the data on housing and homelessness in County Carlow.
- To engage with stakeholders to identify what is working well and what needs to be done better; and
- To devise recommendations in order to redress and respond to the challenges associated with homelessness in County Carlow.

It is expected that the research will adopt a mixed-methods approach, combining quantitative analysis with qualitative inquiry to provide a comprehensive overview of homelessness in County Carlow. It will include:

- Quantitative analysis of current housing and homelessness trends using local and national data sources.
- Qualitative research, including interviews and focus groups with key stakeholders and individuals with lived experience.
- Case studies of relevant local initiatives (e.g., Be Kind, Care-and-Repair).
- Participatory elements, engaging those affected by homelessness in shaping findings and recommendations.
- Stakeholder workshops to validate results and support collaborative learning; and
- All research will be conducted in line with ethical best practice.

### **3. Methodology**

The research will employ a combination of data collection methods including face-to-face interviews, telephone interviews, and questionnaires. The researcher will work with agencies and participants to ensure full accessibility for those experiencing homelessness. The research will involve:

Target Participants:

- Individuals and families experiencing homelessness, including those in temporary accommodation or at risk of homelessness.
- Frontline service providers such as housing agencies, social services, health professionals, and charitable organisations working with individuals affected by homelessness.

The sample size will include:

- No less than 20 individuals or families experiencing homelessness or at risk of homelessness.
- At least one senior representative from no less than 8 different frontline service organisations working with people experiencing homelessness.

## **Data Collection:**

A questionnaire/guide will be developed, with Carlow County Development Partnership's input, to ensure the focus is on relevant areas such as housing access, barriers, services, and solutions. This will be informed by secondary research and data.

## **4. Budget**

The total budget for this research, covering all associated costs up to a maximum of €15,000 (excluding VAT). The researcher will also be required to work with a Plain English/literacy service to ensure the final report is accessible and clear to a broad audience. The cost of this service will be borne by Carlow County Development Partnership CLG.

## **5. Timeline**

The research project is expected to begin in July 2025, with the final report to be delivered by 30th November 2025 at the latest. Tender submissions proposing a completion date after this deadline will not be considered.

## **6. Profile of the Selected Researcher**

The selected researcher should demonstrate:

- Comprehensive Knowledge: An in-depth understanding of the causes and challenges of homelessness, including the social, economic, and systemic factors that contribute to housing instability.
- Research and Reporting Skills: Experience in conducting high-quality research and delivering comprehensive reports.
- Experience with Homelessness Services: Proven experience working with people experiencing homelessness and an understanding of the local Carlow context and policies.
- Policy Knowledge: Awareness of national policies and frameworks related to homelessness prevention and housing support.

## **7. Evaluation Criteria**

The following criteria will be used to evaluate the tenders:

- Understanding of the brief - 10 Criteria Marks
- Knowledge/experience working with homelessness and understanding the Carlow context - 30 Criteria Marks
- Researcher's understanding of the policy context - 20 Criteria Marks
- Track record in delivering quality research within deadlines - 30 Criteria Marks
- Fee/value for money - 10 Criteria Marks
- Total - 100 Criteria Marks

## **8. Conflict of Interest**

Any potential conflict of interest between the researcher and Carlow County Development Partnership CLG or its staff, including relatives, must be fully disclosed in the tender response. If such a conflict arises after submission but before the

contract award, it must be immediately communicated.

## 9. Freedom of Information

Carlow County Development Partnership CLG will protect the confidentiality of any information provided, subject to obligations under the Freedom of Information Act 1997 and FOI (Amendment) Act 2003. If any tendered information is considered sensitive, the tenderer must clearly identify this and specify the reasons for the sensitivity.

## 10. Application Process

Interested parties should submit their tender response and a competency statement to Annette Fox, Chief Executive Officer, at [afox@carlowdevelopment.ie](mailto:afox@carlowdevelopment.ie) (mailto:afox@carlowdevelopment.ie) no later than 5pm on Wednesday the 4th of June 2025.

Late submissions and tenders exceeding €15,000 (excluding VAT) or with completion dates after 30th November 2025 will not be considered.

*Proof of tax compliance will have to be submitted as part of the application for tender.*

The copyright of the final research report and findings will remain with Carlow County Development Partnership.

Queries regarding the research will be taken up to 5pm on Wednesday the 28th of May.

This research aims to provide a comprehensive analysis of homelessness in Carlow County, with the goal of informing strategic interventions, policies, and practices that will prevent homelessness and improve housing stability for vulnerable individuals and families. By engaging with both those affected and service providers, we seek to identify sustainable solutions for homelessness in Carlow County.



### Region

Co Carlow

### Date Entered/Updated

20th May, 2025

### Expiry Date

4th Jun, 2025

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