



Invitation to Tender for the Evaluation of Kerry CYPSC Funded Adolescent Drugs & Alcohol Project Workers Post

Kerry Children and Young People's Services Committees (CYPSC) invites tender submissions from suitably qualified candidates to evaluate the Kerry Adolescent Drugs & Alcohol Project Worker Post funded by Kerry CYPSC Healthy Ireland Funding

[Children and Young People's Services Committees \(CYPSC\)](#) are a key structure identified by Government to plan and co-ordinate services for children and young people in every county in Ireland. Their age remit spans all children and young people aged from 0 to 24 years. The purpose of CYPSCs is to ensure effective interagency co-ordination and collaboration to achieve the best outcomes for all children and young people in their area. The Committees are responsible for improving the lives of children, young people and families at local and community level by improving provision and delivery of key services. ['Young Ireland: National Policy Framework for Children and Young People 2023-2028'](#) is a key policy document for CYPSCs which provides a structure for planning and actions.

Kerry CYPSC was established in September 2010 with membership from statutory, community and voluntary providers of services to children, young people, and families Kerry. Kerry CYPSC provides a forum at county level for joint planning, integrated service delivery and co-ordination of activity to ensure the delivery of improved and effective services for children, young people and their families.

Kerry CYPSC is inviting tenders from individuals or companies with expertise in project evaluation to help measure the impact of the Adolescent Drugs & Alcohol project worker post and inform the future development of the service.

Background to the Adolescent Drugs & Alcohol Project Worker Post

In 2023 the Kerry CYPSC Substance Misuse Working Group identified the need to develop an adolescent drugs & alcohol worker post to support the HSE Adolescent Addiction Counsellor in Kerry as there was only one adolescent addiction counsellor for under 18s in Kerry at that time. Stakeholders noted that the numbers referred to adolescent (13-19 years) addiction services in Kerry had reduced significantly since 2017 following reconfiguration of community Drugs & Alcohol (D&A) services in Kerry. Stakeholders were aware that significant substance use issues existed for 12-18s in Kerry, but services were not referring young people as Adolescent Addiction Services were extremely limited. A core element of the new D&A Adolescent Project Worker was to liaise with relevant services i.e. Probation, Youth Justice, Youth Services, An Garda Síochána, Tusla, Novas Homeless Service, Community Counselling Services and Schools to increase awareness of available addiction services & promote adolescent referrals to the service. In addition, the adolescent D&A Project worker would undertake initial and comprehensive assessments, substance use diagnosis, care planning & key working, support & advocacy, parental support, and onward referral as appropriate. The Kerry

Adolescent Drugs & Alcohol Project Post was co-funded by HSE Drugs & Alcohol Services and Kerry CYPSC (Healthy Ireland Funding).

Evaluation Aims, Objectives and Outputs

- To evaluate the Adolescent Drugs & Alcohol (D&A) Project Worker post. The D&A Project Worker works collaboratively with HSE Adolescent Addiction Counselling, the D&A Education & Prevention Officer as well as with relevant youth and family support services in Kerry, therefore the evaluation will need to capture the collaborative practice in operation and the effectiveness of same.
- Outline the achievements of the Adolescent D&A Project Worker Role within overall service provision (substance use) in Kerry.
- Conduct consultations (focus groups, interviews, online surveys, etc. as appropriate) with relevant stakeholders including the Adolescent D&A project Worker, Addiction Services, Service Users, and relevant youth and family support services. A combination of online and in-person meetings, as necessary, is envisaged for the purposes of this project.
- Review the Adolescent Drugs & Alcohol Project Worker role within the context of current substance use policies, the Healthy Ireland Framework and Young Ireland: National Policy Framework for Children & Young People 2023-2028.
- Outline current substance use / addiction services in Kerry.
- Capture relevant substance use data for Kerry.
- Identify and document the needs, gaps, issues, and barriers in meeting substance use needs of children, young people and families in Kerry and outline the recommendations from the findings to inform the future development of adolescent addiction services in Kerry.
- To produce a final project evaluation report with key priority areas and project recommendations identified.

Reporting

The successful candidate will report to the Kerry CYPSC Substance Misuse Working Group. The Kerry CYPSC Coordinator will work closely with the successful candidate(s) to ensure a seamless process, support with consultations, access to data sources etc.

Timeframe

The project will commence by late September/ early October 2025, with the evaluation and final evaluation report to be completed by mid-December 2025

Budget

An overall budget for the project is **€5,000** (inclusive of VAT). This is inclusive of all expenses and associated costs incurred by the successful applicant in undertaking the project. The currency and invoices in which all prices and rates shall be quoted and which payments under the contract will be paid shall be in Euros (€).

A payment schedule will be agreed prior to beginning the project.

Submissions

Submissions should be emailed to the Kerry CYPSC Coordinator claire.otoole@tusla.ie by **5pm on Friday August 29th 2025** and include the following information:

- A brief overview of organisation/consultancy and suitable personnel for project lead (this should include reference to Garda Vetting of individual personnel for the project).
- Outline of relevant experience (e.g. managing projects of similar scale and size, and in particular demonstrated understanding of consulting with children/young people). Please include links to similar reports.
- Detailed description of methodology and timeline for proposal plus any associated information for fulfilment of contract.
- Applicants should outline how they propose to comply with research ethics standards and child protection guidelines.
- 2 Referees, including contact details.
- Evidence that the proposal has been clearly costed and that the cost is realistic and deliverables achievable for the proposed cost, including breakdown of costings.
- Tax clearance access number details.

The review of tenders will be completed by **Friday September 5th 2025**.

Criteria for assessment of tenders

- Demonstrates a clear understanding of the brief: **20%**
- Relevant experience as related to this project: **20%**
- Clear methodology for proposal / manage consultation / final plan outline: **20%**
- Demonstrated knowledge and understanding of consultation with variety of stakeholders, including substance use service using young people: **20%**
- Proven ability to complete the work in agreed timeframe: **10%**
- Costings and value for money: **10%**

Enquiries are welcomed, please contact Kerry CYPSC Coordinator Claire O'Toole at claire.otoole@tusla.ie