

DASH clarification responses

- 1. The objectives of the Invitation to Tender (ITT) refer to Year 1 and Year 2 research. Just to be clear, by Year 1 are you referring to the 2020 DASH survey?**

Yes, Year 1 is the 2020 Dash Survey.

- 2. One of the objectives refers to drawing on a range of contextual data to accompany the survey. Can you expand on anything specific you had in mind here and if you intend to supply certain contextual data?**

A wide range of contextual data could be used to generate meaningful insight into the digital attitudes and skills of the heritage sector. We are interested in hearing innovative ideas from suppliers regarding the type of analysis that would help to identify the factors that influence digital attitudes and skills. We also believe that good use of contextual data might help to keep the burden on respondents low, by using information that is already available, rather than asking for it in the survey. The following data is provided purely as an example of sources that might be used to enrich the survey response, it is not comprehensive, nor is it a requirement of suppliers to use all of these datasets:

- ONS geographic datasets ([Open Geography Portal \(statistics.gov.uk\)](https://statistics.gov.uk))
- ONS social and demographic information (such as deprivation).
- Heritage participation and assets in the local area, as measured through the Heritage Index ([RSA Heritage Index 2020 - RSA \(thersa.org\)](https://thersa.org)).
- Charity Register for England and Wales for contextual information such as area of operation and age of organisation.

The Fund will supply grant data to the successful supplier, as defined in paragraphs 3.6 3.9 of the ITT.

- 3. Do you hold any data for the population of grantees that classifies them (or could potentially be used to classify them) by heritage sub-sector? We couldn't see this on the 360 Giving website and would otherwise assume this needs to be gathered from the survey.**

Yes, we hold this data and it can be found within the open data on our website: [Projects funded with an initial decision between 1 April 2013 to 31 March 2020 | The National Lottery Heritage Fund.](#)

This is the same data as published to 360 Giving, but with some additional fields which do not easily fit into the 360 standard.

- 4. Further to paragraph 3.7 of the ITT, we understand NLHF is able to supply email addresses to permit the research. Are you also able to provide contact names and telephone numbers please? Will all information be supplied in spreadsheet format?**

Yes we can supply contact names and telephone numbers. These will be supplied in spreadsheet format.

- 5. Based on paragraph 3.8 of the ITT, are you specifically interested in surveying heritage organisations that received a grant between 2013 and 2020? If not, do you have a specific range that you'd like bidders to work to or are you open to recommendations?**

We are confident in the data we hold on grants awarded between 2013 and 2020. We have data on previous years but the quality decreases the further back we go. We have not proscribed a range and are open to suggestions from bidders.

- 6. We have read about the sign-up process that was used for the 2020 DASH survey and have four questions:**

- **Did the 'sign-up' process specifically relate to the survey or were organisations also signing up to something else?**
- **What was the reason for adopting a sign-up process rather than asking organisations to click a link to take part in the survey in the first instance?**
- **Did all respondents to the survey have to complete the sign-up process first before being invited to take part in the survey?**
- **Are you wedded to the sign-up process this time or are you open to a more streamlined option?**

- a. The sign up process refers to the survey. Organisations were signing up to participate in the survey, and at this time we also collected the answer to an open text question, which the researchers provided us with. During the sign up process, permission for the researchers to provide the National Lottery Heritage Fund with the sign up data, and for the National Lottery Heritage Fund to contact organisations directly in relation to the answer provided was also requested, in line with GDPR, along with the permissions required but the research team.
- b. Survey data was collected for all staff, trustees and volunteers. Each organisation was issued with a unique survey link so that this data could be used to provide more detailed analysis of each participating organisation. Each organisation had a contact person who worked with the team to ensure a high percentage of the organisation completed the survey. The survey methodology is outlined in the project report:

<https://www.heritagefund.org.uk/publications/dash-report-learning-first-uk-wide-digital-heritage-survey>

- c. Yes
- d. We are open to consider alternative approaches. However, we would still expect a robust approach to data collection and we would still require the ability to ask a question of participating organisations.

7. Please can you clarify paragraph 4.2: “The survey questions themselves are available under a Creative Commons Attribution 4.0 International (CC BY 4.0) licence. Any subsequent additions or adaptations should also be shared under CC BY 4.0.” What would this mean in terms of our ability to obtain the survey questions from NLHF and potentially amend/update them as part of the research design stage?

This means that the survey questions are available to anyone to use under the terms of the licence and that we expect the survey team appointed to amend/update them as required and agreed and re-share any updates made under the same licence. You can find out more about Creative Commons licences at the Creative Commons website. Here are the terms of CC BY 4.0: <https://creativecommons.org/licenses/by/4.0/>. The questions are outlined in the project report.

8. In section 6 of the ITT there appear to be two sets of quality evaluation criteria – firstly those contained in the Table, then secondly some similar numbered points underneath. We wonder if there is an error here. Can you clarify which should apply?

The criteria for this ITT are the 5 contained in the table. The numbered criteria below the table on page 7 were included in error. We have now corrected this and the ITT now reflects this amendment.