

Institute of Corporate Responsibility & Sustainability (ICRS)

Learning & Development Partner - Request for Proposal (RFP)

Introduction

The ICRS is the UK's professional institute for Corporate Responsibility and Sustainability (CRS). Our mission is to support individuals and organisations to develop the skills they need to be brilliant at Corporate Responsibility and Sustainability. We are made up of a range of CR&S practitioners, including those looking at social & environmental topics such as carbon reporting, community investment, social value, reporting and disclosures, and strategic partnerships. We have 45 organisational members representing a variety of sectors and 1000+ individual members. We're seeking an expert learning & development partner to develop and deliver an online course catalogue that aligns with our Competency Framework and mission. We currently provide knowledge-based content and resources on key CR&S topics for our members including webinars, conferences, and topic-specific briefing notes. We would like to partner with an expert, learning & development provider to enable our members to access virtual content to support their own skills development in line with our Competency Framework. For further information please visit: <https://icrs.info/>.

Background

The demand for sustainability professionals is increasing globally as is the skillset needed to respond to the constantly evolving sustainability market landscape. The ICRS recognises the importance of credible and high-quality training and would like to provide and signpost accessible online training to our membership. Currently, there is a wide range of sustainability training available, but it varies in cost, quality, recognition, and sector applicability. Our members would benefit from a curated, high-quality training courses provided via an ICRS approved catalogue. We expect an upper range of 400-500 ICRS members using this catalogue.

The ICRS is therefore seeking an established online Learning & Development partner that can provide ready-to-access, virtual content for our members to develop their CR&S skills and knowledge in line with the ICRS Competency Framework (See Appendix). The provision of this content should also be aligned with wider best practice for continued professional development expected as part of maintaining professional chartership such as Chartered Environmentalist (CEnv) or Chartered Institute of Personnel and Development (CIPD) requirements. The Board recognises the variety of options available to meet this need and welcomes proposals on various models of partnership. We are seeking a partner to collaborate with over time as the scale and range of topics relevant for CR&S professionals continues to evolve.

Scope of Work

Project Goal: Identify and partner with an established Learning & Development partner that can provide ready-to-access, credible, virtual content for our members to develop their CR&S skills and knowledge in line with the ICRS Competency Framework (See Appendix). The ICRS should be provided with detailed course reviews, including curriculum assessments, instructor qualifications, and learning outcomes. We would also expect the provider to establish and maintain a list of ICRS trusted learning & developments and credible topics to sit alongside the ICRS Competency Framework.

Topics (may include but are not limited to): Climate Adaptation, Biodiversity, Water, Circular Economy, Pollution Prevention, Social Value, Social Impact, Community Engagement, Diversity, Equity and Inclusion, Sustainability Reporting, and Supply Chain Sustainability. Beyond the specific project goal provided above, we seek to align with the training criteria below as far as possible.

Primary Criteria	Secondary Criteria
<ul style="list-style-type: none"> - Sourcing of a wide-ranging, high-quality CR&S course catalogue aligned with the ICRS Competency Framework - Course reviews including curriculum assessments, instructor qualifications, and learning outcomes - Content created by CR&S experts & regularly updated to reflect new developments - Seamless user experience for ICRS members with web integration options (e.g. SSO, APIs) - IT support provided, e.g. helpdesk, platform updates, etc alongside, analytics and user engagement statistics to ICRS and 'super-users' - Discounted access to training for ICRS membership - Commitment to sustainability as a business 	<ul style="list-style-type: none"> - Customisation options for ICRS-aligned courses (branding) and/or landing pages - Current links with other accreditations or standards in the CR&S or L&D space (e.g. CPD) - Currently used by ICRS Members or other professional bodies, such as IEMA, CIPD, etc. - Willing to explore partnership models or collaborate on content development - Opportunities to develop in-person 'masterclasses' or topic-specific webinars together - Collaboration with the ICRS on marketing and promotional efforts to drive awareness and adoption of the online course catalogue amongst our target audience - Free access to training for ICRS membership

Proposal Requirements

Proposals should include the following:

<ul style="list-style-type: none"> - Company Overview: Provide a brief overview of your company, including its experience in developing and delivering online sustainability training programs. - Course Development and Sourcing: Describe your process for identifying, curating and maintaining, high-quality online sustainability courses, including feedback or Net Promoter Scores from current users. - Alignment and Review: Explain how your current or incoming course catalogue / e-learning offering aligns with the ICRS Competency Framework and mission. - Add user engagement / experience – stats, etc. - Learning Management System (LMS) Integration: Outline your experience with integrating online courses with various LMS platforms. - Marketing and Promotion: Describe your proposed strategies for marketing and promoting the online course catalogue. - Team Expertise: Provide biographies and qualifications of the key personnel who will be involved in this project. - Cost and Pricing: Summarise your proposed fees for this project, including any ongoing costs associated with course maintenance and updates. - References: Provide previous experience and case studies for at least two clients who can speak to your experience in delivering online training programs.

Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Relevant experience in developing and delivering online sustainability training programs.
- Demonstrated ability to source and curate high-quality courses, with evidenced, positive feedback from current users.
- Alignment of proposed courses with the ICRS Competency Framework and mission.
- Experience with integrating online courses on LMS platforms.
- Models of service offerings including partnership approaches with other customers
- Proposed marketing and promotional strategies.
- Qualifications and expertise of the proposed team.
- Competitive cost structure.
- Strength of references.

Submission Details

Please submit your proposal electronically in PowerPoint or pdf format to the ICRS Secretariat at info@icrs.info by Friday 27 September. Shortlisted candidates will be notified week commencing 7 October and be invited to an interview to take place between 28 October – 8 November. The selected provider will be informed by the end of November.

For any questions regarding this RFP, please contact ICRS Secretariat: info@icrs.info.

The ICRS reserves the right to modify the RFP timeline, requirements, or evaluation criteria at its discretion. The ICRS is not obligated to accept any proposal submitted.

Appendix - ICRS Competency Framework

<https://icrs.info/skills-and-development/>