

Project information

To help us calculate costs, please outline the key components of the work required. You will not be beholden to the information you provide, tthis is only to enable an initial calculation of time and cost. Details will be explored further in the initial consultation, and a tailored proposal will follow.

** Indicates required question*

1. Email *

Organisation Details

2. Organisation name *

3. Sector *

Mark only one oval.

☐ Private

☐ Education

☐ Public

☐ Other:

4. Location *

Scope and scale

5. Briefly describe the challenge or opportunity *

6. Which service areas are you interested in? *
(select all that apply)

Check all that apply.

- ☐ Coaching packages
- ☐ Coaching skills training for managers
- ☐ Skills needs assessment
- ☐ Collaborative internal process review
- ☐ Accreditation consultancy
- ☐ Digital learning design/programme development
- ☐ Coaching & mentoring network set-up
- ☐ Other: _____

7. Estimated number of participants or stakeholders

8. **If coaching** – Number of individuals & preferred number of sessions

9. **If training** – Approximate group size & number of groups

10. **If research/focus groups** – Expected number of groups & interviews

11. Budget range (if known) *

Mark only one oval.

☐ Under £2000

☐ £2000 - £5000

☐ £5000 - £10,000

☐ Over £10,000

☐ Not known

☐ Other: _____

Timeframes and delivery

12. Desired start date *

Example: January 7, 2019

13. Desired completion date

Example: January 7, 2019

14. Any fixed deadlines or milestones

15. Preferred delivery format

Please note, ClarityAhead operates remotely, however face-to-face will be considered for services that would benefit from face-to-face engagement.

Check all that apply.

- ☐ Online / remote
- ☐ Face-to-face
- ☐ Hybrid

16. **If face-to-face** – Delivery location(s) and travel considerations

Additional information

17. Is there any other information you think would be useful for us to known ahead of the Initial consultation meeting?

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