**Brief for ongoing website support**

Playing Out are looking for a new web company to provide ongoing support for our bespoke Wordpress site [www.playingout.net](http://www.playingout.net) from September 2021 for a monthly fee.

To express your interest, please contact [hello@playingout.net](mailto:hello@playingout.net) by **Wednesday 7 July**. Do also get in touch if you have any questions.

Playing Out is a parent and resident led movement restoring children’s freedom to play out in the streets and spaces where they live, for their health, happiness and sense of belonging. Our website is key to all our social change work and serves many audiences. It is also important for our brand. We are looking to work with a web company who has experience of working with / strong interest in social change or civil society sector, based in Bristol or the surrounding areas. The technical specifications can be found [here](https://docs.google.com/document/d/1G8N2uP56qfJYffUnxdeZaWNBW9NPG9XwvlK2xuT2MAc/edit).

**Monthly website support requirements**

* Ongoing Wordpress updates and support including bug fixes and plug-in updates.
* Ongoing fixing of any errors or issues with urgent/important ones being dealt with quickly.
* Ongoing secure hosting of our website with regular back-ups (optional as could arrange directly with hosting service).
* Ongoing good, clear communications and customer response around any of the above.

**Additional requirements**

* Annual review of site and check in meeting to discuss; insights on performance, suggested improvements and review of support.
* Occasional (approx. twice a year) development work on the site. (We recognise this would be costed outside of the monthly fee.).
* Ability to redevelop the site which we are likely to need within the next two years. This would of course be discussed and costed separately but our preference would be for the same web company to be able to provide the ongoing support and the future redevelopment. However, we would be open to applications from companies are only able to provide the ongoing support.

**To express your interest**

Contact [hello@playingout.net](mailto:hello@playingout.net) by **Wednesday 7 July** with the following information:

* Quote for ongoing support with clear indication of what is/is not included from the above lists.
* Hourly/day rate for any small development work outside of the regular ongoing support.
* Examples of your previous work.