**Annex 1: Expression of interest form for cohort 2 of the Retention Exemplar Programme**

Please complete this form to express an interest in becoming an exemplar organisation. By completing this form, you confirm you have authority to make this bid on behalf of your organisation. Please provide further details to support your answers, keeping each question’s response to a maximum of 250 words.

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| --- | --- |
| **About your organisation** | |
| Organisation name: |  |
| Address: |  |
| Region: |  |
| CEO’s name and email address: |  |
| **Senior Responsible Officer (SRO) for the programme** | |
| SRO’s name and job title: |  |
| SRO’s email address: |  |
| SRO’s contact number: |  |

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| 1. ***Statement of commitment from the CEO and Chair to support and promote the work of a People Promise Manager within your organisation.*** | |
|  | |
| 1. ***Please describe how being an exemplar organisation will support your strategic approach to improving retention.*** | |
|  | |
| Please note that by submitting your bid, you are confirming your organisation is ready and able to mobilise the funds and begin the programme within the 2023/24 financial year, and that you are able to deliver at pace over the period of the programme.  You will need to submit a plan and monthly progress reports, with the relevant metrics/data where applicable.  Please note that the funding cannot be used for any other purpose.  Please confirm your acceptance to the above by putting Y in this box: | |
| **Expression of Interest submitted by:** | |
| Name and job title: |  |
| Email address: |  |
| Contact number: |  |
| Signature: |  |
| Date: |  |

**Please submit this form to your Regional Director by 5pm on Monday 4 December 2023.**