

**2014 to 2020 European Structural and  
Investment Funds Growth Programme**

**European Social Fund  
Call for Project Proposals  
London LEP Area**

**Call Reference: OC23S15P 0047**

**Call opens: Tuesday 24<sup>th</sup> March 2015**

**Call deadline: 17:00 on Friday 24<sup>th</sup> April 2015**

SUPPORTED BY  
**MAYOR OF LONDON**



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# 1. Call Context

## INTRODUCTION

The Greater London Authority invites applications from projects seeking European Social Fund (ESF) support under Priority Axes 1 and 2 of the English ESF Operational Programme.

European Structural and Investment Funds (ESIF) are managed by the Department of Communities and Local Government (DCLG for ERDF), Department for Work and Pensions (DWP for ESF) and the Department for Environment Food and Rural Affairs (DEFRA for European Agricultural Fund for Rural Development). These are known as the Managing Authorities. In order to invest funds in projects which address a real local need or opportunity, the Managing Authorities work closely with local partners in the design and specification of calls for project ideas and in the assessment of proposals as they are submitted.

In London the Mayor has been delegated responsibility for the administration of European Structural and Investment Funds. The Greater London Authority (GLA) is an Intermediate Body (IB) for the ESIF programme and discharges many of the functions of the Managing Authorities.

**Applications for projects which cover London will be dealt with by the GLA and information will be shared with the GLA for the purpose of carrying out the functions.**

European Structural and Investment Funds (ESIF) are governed by European regulations and national rules. All applications will need to be eligible under the Operational Programme. The latest draft is available for applicants to read. Although we do not expect much change, it is not yet formally agreed. Before funding agreements are signed, the Managing Authority/Intermediate Body will need to check eligibility against the agreed Operational Programme.

Applicants are advised to familiarise themselves with the relevant documentation listed in the 'key documents' section prior to submitting an Outline application. If successful, applicants will need to enter into the standard Funding Agreement and abide by the terms and conditions contained therein. Applicants are therefore advised to read these terms and conditions to ensure that they would be able to enter into such an agreement.

## ESF in London

The London Enterprise Panel (LEP)'s *2014-2020 European Structural and Investment Funds (ESIF) Strategy* acknowledges the work needed to build on the LEP's *Jobs and Growth Plan*, which describes London as "the powerhouse of the UK economy" accounting for over one-fifth of the UK's total output. Alongside London's successes, there are many challenges: highly successful, agile and profitable local labour markets are juxtaposed with significant pockets of deprivation,

worklessness and economic underperformance. Many of London's residents do not possess the skills or opportunities to share in the success of London's economy. ESF in London will invest in activities aimed at increasing the participation of the most disadvantaged in the labour market and so improve social inclusion and mobility and support the skills that boost growth.

The LEP area has been notionally allocated €791m (about £585m at current exchange rates) for the delivery of its European Structural and Investment Funds Strategy (ESIF Strategy) for the 2014-20 programming period. Of this, approximately £344m is allocated to ESF, in addition to £32m of Youth Employment Initiative (YEI) funding for Inner London to be used alongside the ESF. Applicants do not need to distinguish between ESF and YEI funding in their bid, this will be determined by EPMU further to finalisation of the Skills' Funding Agency's usage of YEI.

In assessing the local need the LEP has identified three investment themes under which ESF investment should be focused. These priorities are:

- **Freeloms, Flexibilities and Funding Incentives;**

Investment under this theme will be focused on incentivising providers to respond to the needs of the economy by delivering job outcomes, sustainability, career progression and, given the requirement for higher level skills over the next decade, progression in learning. Funding will be targeted at the most hard to reach and disadvantaged groups.

- **Informed Customers**

Investment under this theme will promote a much stronger London-wide and locally driven careers/information, advice and guidance (IAG) offer which responds more effectively to the needs of Londoners and employers. Funding will enhance and align to existing IAG services offered in schools and by the National Careers Service.

- **Employer Engagement**

Investment under this theme will support London's business economy to help tackle the skills and employment challenges faced. This Theme will also support opportunities to provide skills training in business start-up, self-employment and business growth linking across to the LEP's Investment Priority for enhancing the competitiveness of SMEs

The themes and indicative activities outlined in the ESIF Strategy are complementary to the Investment Priorities listed in the ESF Operational Programme. Together, the England ESF Operational Programme and the ESIF Strategy provide a framework for the activities to be funded under this call.

The proposals for the ESIF Strategy have been developed by the LEP, following consultation with a broad range of stakeholders, and working within guidelines set by the European Commission and Government. **This document should be read in conjunction with the ESF Operational Programme for England and the London 2014-20 ESIF Strategy.**

## **2. Call Overview**

This Call is seeking project proposals under Priority Axes 1 and 2 of the ESF Operational Programme that are in line with the priorities outlined in the ESIF Strategy for London. An indicative budget of £50m has been allocated to this call. This is intended as a guide and may be reviewed.

To be eligible for support projects must deliver activity which contributes to the objectives of Priority 1 or Priority 2 of the ESF programme:

- **PRIORITY AXIS 1: INCLUSIVE LABOUR MARKETS**
  
- **PRIORITY AXIS 2: SKILLS FOR GROWTH**

The application process is competitive. This means each application will be assessed on its merits and alongside other applications. All applications will be assessed after the call has closed. The timetable and deadlines for submission of applications can be found at section 10.

Eligible applicants are likely to be Local Authorities, public organisations, voluntary and community bodies and some private sector organisations (subject to State Aid compliance). Organisations must be legally constituted and be able to enter into binding contracts.

Note this call will not fund applications made under Investment Priority 1.5 Community Led Local Development (CLLD). Any applications submitted against this Investment Priority will not be assessed.

### **Opt-in Organisation ESF Provision in London**

The majority of London's ESF will continue to be delivered through co-financing arrangements<sup>1</sup> via the three Opt-in Organisations (OIO): the Department for Work and Pensions, Skills Funding Agency and the Big Lottery Fund.

The LEP and local partners have worked with the Opt-in Organisations (OIOs) to develop a substantial package of provision, responsive to local need, which will be delivered across London.

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<sup>1</sup> Co-financing brings ESF and domestic match funding together through large public bodies ensuring a strategic approach to ESF delivery which aligns with both national and EU employment and skills strategies. Co-financing also makes it simpler to access ESF by removing the requirement on applicants to supply their own match funding.

Summaries of the planned OIO provision, which will be procured in the coming months, can be found in Annex 1 of this document. **Applications to this call must clearly explain how they will complement, and not duplicate, the planned OIO provision.**

## **Investment Priorities**

Projects cannot cover more than one Priority Axis. Within each Priority Axis are a series of Investment Priorities. These set out the specific objectives of ESF funds and list indicative activities that can be supported, and against which proposals should be submitted.

Applications can cover more than one Investment Priority, but expenditure and performance will need to be reported separately for each priority, and it is important that proposals are clear and focused.

## **Priority Axis 1 Inclusive Labour Markets**

London's labour market is unusual. Demand for labour is high and whilst employment levels continue to grow following the recovery from the recession, the employment rate of particularly disadvantaged groups is in danger of remaining low.<sup>2</sup> Evidence has shown that often bespoke support is required to help those with the most entrenched problems. For these people ESF will be used to provide additional support, which is aligned and builds on national programmes, so that they are better able to benefit.

The ESF programme in London will help to promote pathways to sustainable employment for people who are a long distance from the labour market and experience social exclusion and multiple disadvantages. Activity funded under Priority Axis 1 will aim to tackle the deep seated barriers that these individuals face and move them closer to or into employment.

The GLA is looking to fund projects under one or more of the following Investment Priorities:

- Access to employment for jobseekers and inactive people (Investment Priority 1.1). This will help unemployed people, and also inactive people who are relatively close to the labour market, to tackle barriers and enter progress in and sustain employment. It will provide help for those who have made the transition to work but need continued support, or who are in work but at risk due to skills deficiencies or facing redundancy.
- Sustainable integration of young people (Investment Priority 1.2). This will focus on helping young people, particularly those not in education, employment or training (NEET)

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<sup>2</sup> ESIF Strategy for London, p.29

to participate in the labour market and learning in areas not eligible for the Youth Employment Initiative.

- Youth Employment Initiative (Investment Priority 1.3). This will focus on helping young people, particularly those not in education, employment or training (NEET) to participate in the labour market and learning in areas eligible for the Youth Employment Initiative.
- Active inclusion (Investment Priority 1.4). This will help people who are some distance from the labour market and may face multiple disadvantages to tackle their barriers to work and to move towards or into employment or to sustain employment.

Note this call will **not** fund applications made under Investment Priority 1.5: Community Led Local Development (CLLD). Any applications submitted against this Investment Priority will not be assessed.

**The LEP has already fully committed its indicative allocation for Priority 1.2 against a range of programmes to be procured by the Opt-in Organisations later this year; therefore applications for funding under Investment Priority 1.2 will only be considered by exception.**

ESF will look to fund innovative projects that seek to support unemployed or economically inactive Londoners into employment and sustain them in their employment. Applicants may apply to deliver a suite of provision across different Investment Priorities in order to improve the effectiveness and impact of projects on the most disadvantaged. In this case the outline application should include a description of each of the activities to be delivered by Investment Priority, including target groups, outputs and results and amount of funding requested.

Projects that cover different Investment Priorities are permitted however; projects in this call cannot cover more than one Priority Axis and separate applications will need to be submitted by applicants who wish to deliver activity under both Priority Axis 1 and Priority Axis 2.

### **Investment Priority 1.1**

**Specific Objective:** More unemployed or inactive people enter jobs (including self-employment) or engage in job searching, especially those who are at a disadvantage or who need to improve their skills.

As the recovery strengthens, it is likely that those already closest to the labour market will find it easier to find work, but there is a risk that the most disadvantaged will be left behind and find it increasingly difficult to compete effectively for work. ESF therefore needs to be used to ensure that

these disadvantaged groups are provided with the right level of support, tailored to the needs of individuals and businesses in local labour markets. This will be the primary added value for ESF.

Indicative activities under Priority 1.2, as outlined in the ESF Operational Programme, could include:

- Targeted employability programmes for long term and disadvantaged workless groups
- Additional and innovative approaches to pre-employment training to ensure individuals have the core work-related skills which employers are looking for;
- training for those who need to upgrade their skills or learn new skills (including basic skills and English for speakers of other languages) to compete in the local labour market and adapt to changes in the economy;
- helping people access or benefit from Apprenticeships;
- providing access to transport where this is a barrier to taking up a job;
- using self-employment as a route out of worklessness, including providing advice and support for self-employment. This can be a particularly helpful option where an individual is struggling to find work with an employer,

### **Complementarity with Other Provision**

Applications must clearly demonstrate complementarity of the proposed activity with the pipeline of OIO provision set out in Annex 1, as well as activity available through mainstream provision, in particular through Jobcentre Plus, the Department for Work & Pensions and the Skills Funding Agency.

### **Investment Priority 1.2**

**Specific Objective:** More young people are in education, employment or training, and fewer young people are NEET or at risk of being NEET (for those areas and individuals not eligible for support under the Youth Employment Initiative)

Unemployment can have a long-term scarring effect on young people, so this group are a high priority as the recovery strengthens. A range of help is already available, but the ESF will be used to support additional and complementary measures to increase the number of young people who are in education, employment and training, and to reduce the number who are NEET or at risk of becoming NEET.

Activity should support additional provision that complements existing government programmes to tackle youth unemployment and reduce the number of young people NEET or at risk of being NEET. The ESF will support additional and more intensive provision that meets the needs of individuals and local labour markets. It will not support activities that duplicate or replace existing provision.



Indicative activities include:

- Additional literacy, numeracy, ICT and employability provision to ensure that individuals have the basic skills which are needed in all jobs;
- training and vocational qualifications to equip young people for specific jobs;
- community and informal learning which is effective in engaging young people who have struggled at school and can then help and encourage them to access more formal learning;
- intermediate labour market activity to provide a structured and supportive environment where young people can gain work experience;
- using self-employment as a route out of worklessness, including providing advice and support for self-employment.

**As noted above, the LEP has already fully committed its indicative allocation for Priority 1.2 against a range of programmes to be procured by the Opt-in Organisations; therefore applications for funding under Investment Priority (1.2) will only be considered by exception and only a minimal amount of funding likely to be awarded.**

### **Complementarity with Other Provision**

Applications must clearly demonstrate complementarity of the proposed activity with the pipeline of OIO provision set out in Annex 1, as well as activity available through mainstream provision, in particular through Jobcentre Plus, the Department for Work & Pensions and the Skills Funding Agency.

### **Investment Priority 1.3**

**Specific Objective:** More young people are in education, employment or training, and fewer young people are NEET.

This Investment Priority will deliver the Youth Employment Initiative money which targeted on NUTS 2 regions with youth unemployment rates above 25% in 2012. The Youth Employment Initiative (YEI) includes additional money from the dedicated YEI budget line and an equivalent amount of ESF money from within each Member State's structural fund allocation. **Any project that is successful in applying for YEI funds must have completed delivery and spent and claimed all funding from the Managing Authority/Intermediate Body by August 2018.**

**Participants on provision funded by YEI provision must be aged 16 to 24, unemployed or inactive and be residing in one of the following YEI eligible 'Inner London' boroughs:**

- City of London,
- Camden,
- Hackney,
- Hammersmith & Fulham,
- Haringey,
- Islington,
- Kensington & Chelsea,
- Lambeth,
- Lewisham,
- Newham,
- Southwark,
- Tower Hamlets,
- Wandsworth, and
- Westminster.

Activity should support additional provision that complements existing government programmes to tackle youth unemployment and reduce the number of young people NEET. The ESF will support additional and more intensive provision that meets the needs of individuals and local labour markets. It will not support activities that duplicate or replace existing provision.

Indicative activities include:

- Additional literacy, numeracy, ICT and employability provision to ensure that individuals have the basic skills which are needed in all jobs;
- training and vocational qualifications to equip young people for specific jobs;
- community and informal learning which is effective in engaging young people who have struggled at school and can then help and encourage them to access more formal learning;
- intermediate labour market activity to provide a structured and supportive environment where young people can gain work experience;
- using self-employment as a route out of worklessness, including providing advice and support for self-employment.

### **Complementarity with Other Provision**

Applications must clearly demonstrate complementarity of the proposed activity with the pipeline of OIO provision set out in Annex 1, as well as activity available through mainstream provision, in particular through Jobcentre Plus, the Department for Work & Pensions and the Skills Funding Agency.

## **Investment Priority 1.4**

**Specific Objective:** To address the root causes of poverty which create barriers to work so more people move closer or into employment.

Rather than simply treating the symptoms, ESF will help to address the root causes of poverty that are barriers to work and so help more people move closer or into employment. The nature and issues faced by the most disadvantaged means that barriers to work have to be tackled in a holistic and integrated way. Outreach activities will be important to reach many in this group/ ESF will finance integrated packages of support that address gaps in provision to disadvantaged groups and reach those who are not currently receiving support. Investments will help to tackle inactivity particularly by helping disadvantaged groups overcome barriers, improve their employability and move towards employment.

The barriers faced by this group may include:

- caring responsibilities;
- debt and money management;
- digital exclusion
- drug and alcohol dependency;
- educational attainment (particularly lack of basic literacy and numeracy and English for speakers of other languages skills);
- family, parenting and relationship problems;
- health problems (including mental health);
- gangs;
- homelessness;
- learning difficulties and disabilities;
- life skills;
- offending.

Indicative activities include:

- basic skills and ESOL training;
- money management and advice and financial literacy programmes in order to address deep seated debt issues which make moving from benefit into work more challenging;
- digital and internet literacy courses to aid job searching, access to benefits and progress in work;

- first contact engagement activities (for example, arrangement events in places people feel comfortable to visit);
- local networks and groups to support people to get a job or access learning to provide people with a safe environment and peer support;
- softer skills development;
- volunteering, which is generally recognised in general terms as a good way to re-engage those furthest from the labour market.

### **Complementarity with Other Provision**

Applications must clearly demonstrate complementarity of the proposed activity with the pipeline of OIO provision set out in Annex 1, as well as activity available through mainstream provision, in particular through Jobcentre Plus, the Department for Work & Pensions and the Skills Funding Agency.

## Priority Axis 2: Skills for Growth

Skills levels in London have improved with more people having NVQ level 3 and above at the end of 2012 (3.3m individuals) compared with 2008 (2.6m). However around 455,800 working age Londoners have no qualifications and, although this has improved since 2008 (664,600), represents 8.4% of the working age population. Around 279,500 of those with no qualifications are workless people (61.3%).<sup>3</sup>

Data from the National Employer Skills Survey 2013 reveals that the greatest density of skill shortage vacancies are in the skilled trades occupations (46.3%), caring, leisure and other services staff, professionals (27.2% and machine operatives (21.5%).<sup>4</sup> The greatest impact of these skills shortages is increased workload for other staff, difficulties meeting quality standards and increases in operating costs.

ESF will be used in London to tackle skills shortages in London through improving the skills of individuals and helping them to enter, sustain and progress in employment. ESF will also look to invest in developing employer engagement so that it responds to local need.

The GLA is looking to fund projects under one or more of the following Investment Priorities:

- Enhancing equal access to lifelong learning (Investment Priority 2.1). This focuses on improving the skills of individuals to meet their goals and the needs of the local economy. This is primarily about training, advising or supporting individuals.
- Improving the labour market relevance of education and training systems (Investment Priority 2.2). This focuses on improving employer participation and engagement in learning so that it is responsive to the needs of the local economy and more individuals progress into or within learning. This is primarily about improving partnerships and systems.

Projects that cover more than one Investment Priority are permitted however; it is only possible to accept one application per Priority Axis.

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<sup>3</sup> ESIF Strategy for London, p. 39.

<sup>4</sup> Employer Skills Survey 2013 – ESS 2013 Local Enterprise Partnership tables: <https://www.gov.uk/government/statistics/employer-skills-survey-local-data> (accessed 20 February 2015)

## **Investment Priority 2.1**

**Specific Objective:** More people gain the skills they need to achieve their goals and support local growth

The ESF will be used to tackle the need to improve skills, particularly intermediate skills, in order to improve productivity and drive growth. It will also help people with low or no qualifications so that they can progress in work, increase their income and move out of relative poverty.

Full qualifications at level 3 and above are generally provided for in mainstream policy by grants and loans for individuals. Exemptions to this will only be considered where local specific need and/or market failure has been demonstrated and where these fall within the ESF priority objectives. Any case submitted for consideration will be considered on its individual merits but exemptions are expected to be limited.

ESF will not substitute for investment in training that would otherwise be funded by employers or individuals, or is a statutory requirement. The specific need for the local London interventions can be found in the LEP's European Structural and Investment Fund Strategy

Indicative Activities may include:

- Basic skills interventions for the existing workforce to support progression and generate opportunity;
- additional or innovative approaches to training in a vocational context for those with low level skills in Maths, English and ICT, to support them in funding work of progression in work; and to enable them to achieve vocational qualifications and continue to upskills;
- support for intermediate, technical and advanced vocational provision for the unemployed and for career progression
- skills training for people facing in work poverty to help them progress in work and increase their pay and working hours or obtain better quality higher paid jobs move out of poverty;
- support for intermediate, technical and advanced skills for specific industries a sectors identified as driving growth in local economies in support of other thematic objectives;

Investment focused on advanced (higher level) skills will be assessed by the Intermediate Body on a case by case basis with advice sought from the Managing Authority where necessary.

Indicative activities, as outlined in the Operational Programme, could include:

- funding the delivery of outreach activity including taster courses to under-represented groups to help improve take up and retention. This might for example include the cost of participation in summer schools or work-based access course delivery;
- funding the development of new outreach activity including taster or access courses, particularly where this is being co-designed with intermediaries or representatives of the target groups and/or involves developing innovative approaches;
- funding the development of new methods of delivering learning to reach remote learners (including e-learning and local delivery of provision in non traditional venues) where this does not duplicate mainstream activity;
- offering financial/bursary support targeted at under-represented groups, specifically for course related costs (but not tuition fees) demonstrated as being a barrier to accessing learning. Additional funding would supplement existing government grants and loan schemes, and learning and learner support packages.
- Support retention and reduce drop out rates for the most disadvantaged from advanced skills provision: by funding additional learning support for under-represented groups where this activity can be demonstrated to enhance retention and attainment.
- Increase participation where there are current or predicted skills shortages, particularly where this addresses the needs of SMEs with growth potential or includes targeting under-represented groups. ESF could fund the development and delivery of outreach activity including access and taster programmes to increase the participation of particular groups (for example, female take-up of STEM provision).
- Support intermediate and advanced vocational provision for the unemployed and for career progression (but not tuition costs and not where mainstream provision is available):
- funding the development costs and contribute to the delivery costs of specific vocational short courses designed to enable the unemployed to progress onto advanced courses or access good quality employment;
- funding the development costs and contribute to the delivery costs of specific vocational short courses designed to help low skilled employees to progress to higher value employment; (particularly where this targets groups under-represented in higher skill roles).
- Develop skills to meet future needs (for example, in relation to new technology, construction or production methods or responding to restructuring/diversification).

### **Complementarity with Other Provision**

Applications must clearly demonstrate complementarity of the proposed activity with the pipeline of OIO provision set out in Annex 1 and also how the proposed activity will add value to provision available through mainstream programmes.

## **Investment Priority 2.2**

**Specific Objective:** Skills provision is more responsive to the needs of the local economy and more individuals progress into or within skills provision through increased employer engagement and participation in the planning, design and delivery of vocational education provision.

In order to maximise its contribution to smart, sustainable and inclusive growth, ESF will support projects that make education and training provision more responsive to the needs to the economy, so that employers' skills needs are more quickly and more effectively met. This will include projects to increase the number of people who progress into or within provision that addresses employers' skills needs.

Indicative activity include:

- support for collaborative projects, placements, internships or other activities with SMEs that enable students and graduates to gain industry relevant experience and skills;
- building capacity in SMEs to provide project/placement/internship opportunities and enhance the contribution of advanced skills to SME growth. In particular this could include programmes to specifically engage the most disadvantaged groups or those who face particular local disadvantages in advanced skills;
- brokering opportunities to encourage and increase work experience, work placements, Traineeships, Apprenticeships, and graduate placements particularly through wider employer engagement and involving supply chains;
- promoting Apprenticeships (especially at advanced levels in manufacturing and other priority sectors) by developing a supportive environment for employer engagement;
- developing better links between business and schools, further and higher education and other education partners to equip students with the skills to start and grow a business to meet local business needs;
- support for activities to start and grow a business, including promoting entrepreneurship, social enterprise and self-employment, providing leadership and management training/advice within SMEs mentoring with existing businesses and entrepreneurs and developing internal capabilities and growth potential;
- capacity building activities, in the form of training, networking measures and activities jointly undertaken by the social partners (employers and trade unions);
- complementing mainstream funding to boost demand from young people to study mathematics and develop innovative provision at level 3 which can be combined with vocational qualifications to meet local skills and shortages, for example in engineering;
- supporting the capacity of education providers (including schools, further education and higher education) to deliver better focused provision for employers and to innovate.



## **Complementarity with Other Provision**

Applications must clearly demonstrate complementarity of the proposed activity with the pipeline of OIO provision set out in Annex 1 and also how the proposed activity will add value to provision available through mainstream programmes.

## **Target Groups**

ESF money in London will generally be targeted at the economically inactive and those who are long term unemployed. As outlined in the London ESIF strategy, particular groups face multiple barriers to entering the labour market and have particularly low levels of employment, including young people (aged 15-24), people with long term health conditions and disabilities, women, BAME groups, older people, lone parents and disadvantaged families or workless households.

Provision for those in-work should focus on those with low level or no qualifications, the low paid and those earning less than the London Living Wage.

Projects targeting those out of work should focus delivery on long term unemployed and economically inactive individuals. To this extent we expect at least 50% of participants engaged to be economically inactive (according to the ILO definition). Any proposals to work with individuals unemployed for less than 12 months must be supported by a robust rationale and evidence base demonstrating the case for the intervention, which will be reviewed by the GLA during the application process.

### 3. Required Outputs and Results

Operations will be expected to achieve the following Programme Deliverables. The definitions of which can be accessed at the [ESF Operational Programme](#).

#### Priority Axis 1

##### Investment Priority 1.1

ID	Indicator
Outputs	
	Number of participants
	Number of male participants
	Number of female participants
	Number of participants over 50 years of age
	Number of participants from ethnic minorities
	Number of unemployed, including long-term unemployed participants
	Number of inactive participants
	Number of participants who live in a single adult household with dependent children
	Number of participants with disabilities
Results	
	Number of unemployed participants in employment, including self-employment, upon leaving
	Number of inactive participants into employment or jobsearch on leaving
	Number of Participants gaining basic skills
	Number of Participants with childcare needs receiving childcare support
London Specific	Number of participants sustained in employment, education or training for 26 weeks out of 32 weeks.

##### Investment Priority 1.2

ID	Indicator
Outputs	
	Number of male participants (below 25 years of age) who are unemployed, including long-term unemployed or inactive (not in education or training)
	Number of female participants (below 25 years of age) who are unemployed, including long-term unemployed or inactive (not in education or training)
	Number of unemployed, including long term unemployed participants
	Number of inactive participants
	Number of participants who live in a single adult household with dependent children
	Number of participants with disabilities
	Number of participants from ethnic minorities
Results	
	Number of Participants gaining basic skills
	Number of Participants (below 25 years of age) in employment, including self-employment, or education/training upon leaving
London Specific	Number of participants sustained in employment, education or training for 26 weeks out of 32 weeks.

### Investment Priority 1.3 (Youth Employment Initiative)

ID	Indicator
Outputs	
	Number of unemployed participants (including long term unemployed)
	Number of long-term unemployed participants
	Number of inactive participants not in education or training
	Number of participants from ethnic minorities
	Number of participants who are lone parents
	Number of participants with disabilities or health problems
	Number of male Participants (below 25 years of age) who are unemployed OR inactive (not in education or training)
	Number of female Participants (below 25 years of age) who are unemployed OR inactive (not in education or training)
Results	
CR01	Number of Unemployed participants who complete the YEI supported intervention
CR02	Number of Unemployed participants who receive an offer of employment, continued education, apprenticeship or traineeship upon leaving
CR03	Number of Unemployed participants who are in education/training, gaining a qualification, or in employment, including self-employment, upon leaving
CR04	Number of Long-term unemployed participants who complete the YEI supported intervention
CR05	Number of Long-term unemployed participants who receive an offer of employment, continued education, apprenticeship or traineeship upon leaving
CR06	Number of Long-term unemployed participants who are in education/training, gaining a qualification, or are in employment, including self-employment, upon leaving
CR07	Number of Inactive participants not in education or training who complete the YEI supported intervention
CR08	Number of Inactive participants not in education or training who receive an offer of employment, continued education, apprenticeship or traineeship upon leaving
CR09	Number of Inactive participants not in education or training who are in education/training, gaining a qualification, or are in employment, including self-employment, upon leaving
CR10	Number of Participants in continued education, training programmes leading to a qualification, an apprenticeship or a traineeship six months after leaving
CR11	Number of Participants in employment six months after leaving
CR12	Number of Participants in self-employment six months after leaving
London Specific	Number of participants sustained in employment, education or training for 26 weeks out of 32 weeks.

### Investment Priority 1.4

ID	Indicator
Outputs	
	Number of participants
	Number of male participants
	Number of female participants
	Number of participants over 50 years of age
	Number of participants from ethnic minorities
	Number of participants who are offenders or ex-offenders
	Number of unemployed, including long-term unemployed participants
	Number of inactive participants
	Number of participants with disabilities

Results	
	Number of participants in education/training upon leaving
	Number of participants in employment, including self-employment, upon leaving
	Number of inactive participants into employment or jobsearch on leaving
	Number of participants with childcare needs receiving childcare support
London Specific	Number of participants sustained in employment, education or training for 26 weeks out of 32 weeks.

## Priority Axis 2

### Investment Priority 2.1

ID	Indicator
Outputs	
	Number of participants
	Number of male participants
	Number of female participants
	Number of participants over 50 years of age
	Number of participants from ethnic minorities
	Number of participants who are lone parents
	Number of participants with disabilities
Results	
	Number of participants gaining basic skills
	Number of participants gaining level 2 or below or a unit of a level 2 or below qualification (excluding basic skills)
	Number of employed females gaining improved labour market status

### Investment priority 2.2

ID	Indicator
Outputs	
	Number of supported micro, small and medium-sized enterprises (including cooperative enterprises, enterprises of the social economy)
Results	
	Number of Small and Medium Enterprises successfully completing projects (which increase employer engagement; and/or the number of people progressing into or within skills provision)

Applicants will need to be able to demonstrate how they will achieve the outputs and results committed to within their application along with any evidence used to record it. Outputs and results must, at a minimum, meet the national definitions and evidence requirements but the GLA may add additional criteria for example, requiring that a participant is employed for a minimum number of hours per week to qualify as a job. This will be confirmed at the full application stage. Applicants will also need to ensure robust systems are in place, and be able to describe them, to capture and record the targets and to report qualitative and quantitative performance across the LEP area of London. All operations will be required to collect data and report progress against the outputs and results with each claim. Where an operation underperforms against their outputs and results they may be subject to a performance penalty.

There must be a fully evidenced audit trail for all contracted outputs and results.

**London Specific Result Indicator: (highlighted above in red)**

The LEP and the GLA are committed to ensuring sustained employment and EET outcomes for unemployed and economically inactive individuals in London. Employment retention and progression are key themes running through the LEP's Jobs & Growth Plan and ESIF Strategy. All projects funded through ESF in London are required to support participants for a minimum of 26 out of 32<sup>5</sup> weeks once they have entered employment, education or training<sup>6</sup>. This support may take many forms and where suitable, individuals should be encouraged to consider progression routes (e.g. to increase their wages) and projects should provide appropriate support.

Applicants should state the number of sustained outcomes they will achieve in section 3.2 (Business Case) of the outline application form. Results profiles will be required in the full application form financial tables. Management Information (MI) on the number of participants achieving a sustained outcome should be provided to the GLA's European Programmes Management Unit as part of the quarterly claim submission.

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<sup>5</sup> This need not necessarily be in the same job or the same education/training course.

<sup>6</sup> The GLA may waive this requirement by exception where there is strong justification.

## **4. General Information**

Essential information to support the drafting of an application and delivery of a successful ESF funded project is available at the [European Growth Funding](#) website

### **4.1 National Eligibility**

When developing an application, Applicants should refer to [guidance](#) on eligible Applicants, activities and costs. These are for guidance only and Applicants should take their own specialist advice if in doubt. It is the responsibility of the Applicant to ensure that the rules and guidance are adhered to both at application stage and following approval.

ESIFs are governed by European regulations and national rules. Applicants are advised to familiarise themselves with the relevant documentation listed in the 'key documents' section prior to submitting an Outline application. If successful, Applicants will enter into the standard Funding Agreement and must abide by the standard terms and conditions contained therein. Applicants are therefore strongly advised to read these terms and conditions to ensure that they would be able to enter into such an agreement prior to responding to the call. Once a Funding Agreement has been issued it should be signed and returned within a short timescale.

### **4.2 Intervention Rate & Match Funding**

It is a prerequisite for receiving ESF that match funding is available and confirmed. Information on the eligibility of funding to be used as match can be found in the National Eligibility Rules.

Evidence of match funding by the applicant (and any Delivery Partners) must be submitted with the Outline application.

The ESIF contribution rate for projects is 50%. This means ESF can contribute up to 50% of the total eligible project costs, subject to State Aid regulations. The remaining 50% must come from other eligible sources. A lower rate will only be considered in very exceptional circumstances, and only when it has been agreed in advance by the GLA's European Programmes Management Unit or the Managing Authority.

ESF will not be paid in advance and expenditure must be defrayed prior to the submission of any claims. Applicants may be asked to demonstrate that they have sufficient cash flow in order to set up.

### 4.3 Applicants

Applicants must be legally constituted and be able to enter into a legally binding Funding Agreement. The applicant will be the organisation that, if the application is successful, enters into a Funding Agreement for ESF and therefore carries the liability for ensuring that the terms of the ESF Funding Agreement are met by them and all delivery partners.

### 4.4 Track Record

If the applicant has been involved in the delivery of previous European grants and any irregularities with this/these grant(s) have been identified, the GLA will look into these and expect to see how and what steps have been taken to ensure that these have been addressed to mitigate the risk of further irregularities in the future.

The GLA is seeking to award ESF to projects which will be well-managed. We appreciate that organisations new to ESF (in London) will not have a track record.

The criteria against which applications will be considered include:

- Degree to which project a) expenditure (as demonstrated by timely claim submissions) was on profile, and b) outputs/results achievements were on profile;
- Satisfactory project management track record (including that of any delivery partners), as judged by the GLA. If applicable, the GLA will take into account partnership capacity and performance issues. An unsatisfactory track record is likely to result in an application being rejected;
- No known adverse ESF-related audits.
- Workability of delivery model: choice, if any, of delivery partners.

The GLA will consider the applicants' track record, both positive and negative. If the applicant has been involved in the delivery of previous European grants and any irregularities with this (these grant(s) have been identified the Intermediate Body will look into these and expect to see how and what steps have been taken to ensure that these have been addressed to mitigate the risk of further irregularities in the future.

### 4.5 Minimum ESF request

Given London's significant employment and skills related challenges, the GLA is looking for projects of a significant scale that have the potential to make a considerable impact on the employment prospects and skills levels of some of London's most disadvantaged groups. **With this in mind the GLA does not intend to allocate less than £5,000,000 ESF to any single project (or pair of projects where the same organisation proposes activity under Priority Axes 1 and 2).**

Consequently projects with a total value of less than £10,000,000 (including match funding) will not be supported under this call. The GLA is not setting a maximum project value but reserves the right to offer successful applicants less funding than requested in their project application.

#### **4.6 Project Timescales**

The GLA expects to award funding to projects for delivery until the end of 2018. This means that the final date by which eligible expenditure should be claimed, allowing 3 months for administrative closure, is 31/03/2019. The GLA may, by exception, consider entering into funding agreements for a longer period where there is justification, for example where additional time may be required for procurement of third party delivery partners.

#### **4.7 Partnerships**

Consortium applications may be submitted with one organisation acting as the lead. The lead organisation would enter into contract with the GLA and hold responsibility for project delivery, including the delivery by partners.

It is strongly advised that lead organisations do not form consortia with organisations with which they have not have an already-established and successful working relationship.

#### **4.8 Geography**

London has been allocated funding to deliver a share of the England-wide ESF programme.

To improve the planning and coordination of ESF activity, four sub-regional contract geographies have been agreed with London Boroughs for the ESF 2014-20 programme. These are:

- Central – Camden, Islington, City of London, Southwark, Lewisham, Lambeth, Wandsworth, Kensington and Chelsea, Westminster;
- North and East – Enfield, Haringey, Waltham Forest, Redbridge, Barking and Dagenham, Havering, Greenwich, Newham, Tower Hamlets, Hackney;
- South – Richmond, Kingston, Merton, Sutton, Croydon, Bromley, Bexley;
- West – Hillingdon, Harrow, Barnet, Hammersmith and Fulham, Hounslow, Ealing.





Activity may be proposed which goes beyond the London boundary and into one or more other LEP area, although each LEP area will need to individually agree the proposal. Applicants are advised to contact the GLA in advance of submitting an Outline Application if this option is being considered.

#### 4.9 Cross Cutting Themes

All applications received under this Call should demonstrate how the Cross Cutting Themes have been addressed in the project design and development. Cross cutting themes for ESF are ‘gender equality and equal opportunities’ and ‘sustainable development’.

For ESF, the project applicants will be required to deliver their services in-line with the Public Sector Equality Duty (as defined in the Equality Act 2010). All projects must have a gender and equal opportunities policy and implementation plan which will be submitted at full application stage and in-line with Managing Authority guidance. Project applicants will also be required to answer a number of ESF-specific equality questions which will be set out in both the full application form and the related guidance.

For ESF, all projects will also be required to submit a sustainable development policy and implementation plan (in-line with guidance produced by the Managing Authority).

The ESF programme particularly welcomes projects that have an environmental focus that can meet the strategic fit at local and programme level whilst also adding value by:

- supporting environmental sustainability; and/ or

- complementing the environmental thematic objectives of other programmes such as ERDF; and/or
- using the environment as a resource to help motivate disadvantaged people

Further information is available in the [ESF Operational Programme](#)

#### **4.10 State Aid & Revenue Generation (Article 61)**

Applicants are required, in the Outline Application, to provide a view on how their proposal complies with State Aid law. Applicants must ensure that projects comply with the law on State Aid. Grant funding to any economic undertaking which is state aid can only be awarded if it is compatible aid, in that it complies with the terms of a notified scheme or is covered by the De Minimis Regulation. Guidance for grant recipients, explaining more about State Aid, is available; it is important that Applicants take responsibility for understanding the importance of the State Aid rules and securing their full compliance with them throughout the project, if it is selected into the Programme.

The GLA is not able to give legal advice on State Aid. It is the responsibility of the Applicant to ensure that the operation is State Aid compliant.

Where the Applicant does not perceive that there is any State Aid, it should state whether or not it considers Articles 61 and 65(8) of regulation 1303/2013 to apply. This revenue should be taken into account in calculating eligible expenditure. Article 61 refers to monitoring revenues generated after completion of the project, and Article 65(8) how to deal with differences in the forecast and actual revenues at the end of the operation. The details of this will be tested at the full application stage

#### **4.11 Funding Agreement**

The Funding Agreement is a standard, non-negotiable and legally binding document. Any successful applicant will be subject to the terms and conditions contained within this agreement. Applicants are strongly advised to seek their own advice to ensure that they would be able to enter into and abide by the terms of the Funding Agreement.

Failure to meet any of the conditions of the agreement or the commitments within the application may result in claw back of ESF.

Applicants should be aware that additional provisions and securities may be included within the Funding Agreement to protect the investment. These will be further discussed, if relevant, with the applicant following the Full Application stage.

The GLA may at its discretion increase or reduce the amount of funding awarded over the lifetime of the project if there is under or over performance.

## **4.12 Procurement**

The most common error identified during the audit of ESIF projects has been failure to comply with relevant procurement regulations. Robust and transparent procurement is required to ensure that Grant Recipients:

- consider value for money;
- maximise efficient use of public money; and
- maintain competitiveness and fairness across the European Union.

It is strongly recommended that applicants seek their own legal advice pertaining to their procurement and requirements to publicise any tendering opportunities.

The GLA is not able to give detailed advice on procurement process and will only comment of the eligibility of specifications for the delivery of services. It is the responsibility of the applicant to ensure the project is compliant.

## **4.13 Retrospection**

For Youth Employment Initiative (YEI), in recognition of the tight deadlines for spending the money, we are prepared to consider cases for retrospection, potentially back to the first eligible date of September 2013. However, any spend must meet all the eligibility criteria, including the data collection requirements in the regulations, and will be very carefully scrutinised before being accepted. It is in our view very unlikely that any activity from 2013 or 2014 will be able to meet those requirements.

For non YEI activity there will be no retrospection for applications made against this call, other than in line with the general policy on retrospection which allows costs to be potentially eligible between outline and full application stage, but only where the full application is approved.

## 4.14 London Requirements for ESF Match Funders

In order to ensure that the ESF funding in London is co-ordinated and delivered according to identified local need, the LEP and GLA has developed a set of requirements which will act as key guiding principles against which ESF match funders will be expected to operate when delivering ESF in London. The Requirements can be found at Annex 2 and cover areas such as project development and alignment, contract models, outputs and management information reporting.

In 2014 the LEP and GLA commissioned a review of the 2007-13 ESF Programme. The review looked at performance of Priority 1 provision for the unemployed and sought to identify best practice in commissioning models used by CFOs, as well as providing unit cost and performance benchmarks to inform the next round of ESF in 2014-20. [The 2007-13 ESF Priority 1 Programme Report is available online](#) and a summary of the recommendations can be found at Annex 3. Successful applicants will be required to take account of the recommendations in the development and delivery of their projects and in particular, when commissioning any third party delivery partners.

## 4.15 London Employability Performance Rating

The LEP and GLA will require that all successful applicants participate in the Employability Performance Rating (EPR). The EPR is a comprehensive tool to benchmark the achievements of employability service providers in London. The rating system awards a star rating based on three key areas: delivery performance, quality, and contract compliance.

Successful Lead Providers will be rated by GLA and will be required to rate all of their subcontractors or delivery partners with an annual grant/contract of more than £50,000. Lead provider and subcontractor / delivery partner ratings will be published. Further information about the London Employability Performance Rating can be found here:

<http://data.london.gov.uk/london-employability-performance-rating>

## 4.16 Evaluation

We expect all projects to undertake an independent evaluation. These should ideally have formative as well as summative elements to help refine programmes over their lifetimes and should look where possible to conduct robust impact analysis measuring programme performance against a counterfactual. All evaluations should be compliant with the Treasury Magenta Book<sup>7</sup> and the

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<sup>7</sup> HM Treasury (2011), *The Magenta Book. Guidance for evaluation*, [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/220542/magenta\\_book\\_combined.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/220542/magenta_book_combined.pdf)

Green Book.<sup>8</sup> In their tenders, bidders should indicate how much of their budget they will set aside for evaluation. 'Invitation to tender' documents for independent evaluations must be agreed with EPMU prior to being released.

## **5. Application Process**

There are two stages to the ESIF application process; Outline Application and if successful, Full Application. Applicants must fully complete the Outline Application which will be subject to a Gateway assessment undertaken by the GLA under the following criteria:

- applicant eligibility;
- activity and expenditure eligibility; and
- fit with the Operational Programme and the call.

Proposals that pass the Gateway assessment will move into the Core Assessment which consists of the following:

- strategic fit;
- value for money;
- management & control;
- deliverability;
- procurement / tendering; and
- state aid compliance.

Applicants who are applying to deliver large projects which may have multiple strands of activity must clearly describe each strand in the outline application. Information should include descriptions of the types of activity to be delivered, the Investment Priority under which each proposed activity sits, the indicative amount of funding allocated to each activity, the delivery arrangements for that activity, including whether it will be procured, along with the outputs and outcomes it will achieve.

The GLA will seek advice from partners when considering applications to ensure its assessment is informed by local economic growth conditions and opportunities within the content of the Operational Programmes and the local ESIF Strategy. This will include the London ESIF Committee and other partners deemed relevant to the application. The GLA will appraise the applications and decide which projects will be invited to proceed to the Full Application stage. There is no appeals process.

Successful Outline Applications may be subject to financial Due Diligence checks. The GLA requires assurance that lead applicant organisations are financially fit.

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<sup>8</sup> HM Treasury (2011), *The Green Book. Appraisal and evaluation in central Government*, [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/220541/green\\_book\\_complete.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/220541/green_book_complete.pdf)

## **6. Support**

Please note that this is a competitive call and to preserve impartiality we are unable to enter into correspondence with applicants over their Outline application. Details of where guidance can be found are contained throughout this calls document.

For further information about this Call please contact the European Programmes Management Unit at the GLA: [esifcalls@london.gov.uk](mailto:esifcalls@london.gov.uk)

A 'Frequently Asked Questions' page will be regularly updated, and available at [www.lep.london](http://www.lep.london). The deadline for submission of questions is 17.00 on 17 April 2015, any questions submitted after this deadline will not be answered. Questions should be submitted to [esifcalls@london.gov.uk](mailto:esifcalls@london.gov.uk). The subject line should quote the specification reference number. Please note, FAQs which fail to quote the reference number may not be answered.

## **7. Key Documents**

- Outline Application Form;
- Outline Application Form Guidance;
- England ESF Operational Programme
- London LEP ESIF strategy;
- Eligibility Guidance;

## **8. Document Checklist**

Failure to provide the following documentation at the Outline Application stage will result in the application being rejected.

Outline Stage:

- fully completed Outline Application;
- financial tables;
- Outputs, Results and Indicators tables; and
- three years financial accounts (if lead applicant is private or voluntary and community sector).

## 9. Document Submission

Completed Outline Applications must be submitted via the [LOGASnet system](#).

**Please note that Applicants will require a user ID and password in order to access the LOGASnet system. Details on how to register on the system can be found on the GOV.UK website [European Growth Funding](#) website pages. Please allow up to 10 days to receive your login details.**

## 10. Timetable

24 <sup>th</sup> March 2015	Launch of Call advertised on gov.uk
24 <sup>th</sup> April 2015 at 17:00	Deadline for submission of Outline Applications

These dates are provisional and may be subject to change.

**Outline Application forms not received by the deadline will not be assessed.**

**Outline Applications which are not fully completed or where information is missing may be excluded.**

## 11. Formal Agreement of the ESF Operational Programme

The information and references in the call are based on the latest version of the ESF Operational Programme and are correct at the time of publishing. The Operational Programme may be subject to further amendment during its final negotiations with the European Commission, and subsequent calls will reflect any changes, to the extent that they may affect the terms of calls, that are made. In relation to the present call, the Managing Authority will take the possibility of relevant changes to the Programme into account when assessing outline and full applications, and where such changes occur will notify Applicants of any issues that arise, and propose a method of dealing with them.

## **Annex 1: Summaries of the planned Opt-in Organisation ESF provision**



Programme name	Youth / Adult	Programme description	Brief description of target groups	Delivery Time period	Participant volumes (approx.) total & by cluster	Indicative budget	Expected primary referral method
Inactive BAME women	Adult employment	<p>Description: As a whole, people from ethnic minority communities perform less well in the labour market than white people. The latest edition of the Mayor's Annual Equality Report (from 2012/13) noted that the gap in employment rates between those from Black and Minority Ethnic (BAME) communities was 14 percentage points, and that the gap in median pay between BAME and white group was 24.4%. In particular, women from particular communities have particularly low employment rates and high rates of economic inactivity – for example, 53% of Bangladeshi women of working age were economically inactive (excluding students and retired) in the 2011 Census, compared to only 17% of White British women.</p> <p>Intervention: This programme will target support at communities which have particularly high levels of female economic inactivity and worklessness. The groups to be targeted are likely to be Bangladeshi, Pakistani, Black African, Arab, other Asian (excluding Indian women), Gypsy or Irish Traveller women of working age. Key elements of the provision might involve outreach to engage inactive women, culturally sensitive information, advice and guidance, referral to ESOL provision, support to access childcare and activities to link participants to the labour market, including voluntary work experience and open days to meet employers. Support may include measures for progress towards work.</p>	Economically inactive (& long term unemployed) women from certain BAME communities (Pakistani, Bangladeshi, Arab, Black African, other Asian excl Indian, Gypsy and Irish Traveller)	2015-2018	c.3700 C = 738 NE = 1,476 S = 553 W = 922	c.£7.5	Outreach, with some referrals from JCP for Work Programme Leavers
Cyclers progression	Adult employment	<p>Description: In work poverty is an increasing issue for London and the UK. Stark statistics from 2012 showed that there are now more people in poverty in working households in the UK than there are in workless households. As well as progression support for parents and families, outlined in strands 1 and 2, and other support for those stuck in low pay that will be available through the ESF SFA skills provision, those cycling in and out of low paid work have been highlighted as a group in particular need. DWP analysis shows that sizeable proportions of 'new' JSA claims are made by people who have made a series of previous claims, and can therefore be said to cycling in and out of work. In total, 28% of individuals aged 22-24 who made a JSA claim in 2010-11 had had 3 or more spells on JSA lasting a combined time of 1 year or more over the previous four years. The equivalent figure for those aged 32-24 was 17%.</p> <p>Intervention: This programme would provide support for those cycling in and out of unstable and low paid work to gain stable work and higher wages and to move out of poverty. Given the limited evidence about what works in terms of helping increase participants' wages, it is proposed to commission a series of pilots aimed at expanding this evidence base. Providers will be asked to suggest innovative ways to increase the amount of time that customers spend in work and to increase their monthly wages. A key aim of this project will be to try to integrate back to work and wage progression support in a single programme, which is not delivered in mainstream support. It is hoped that this programme could be evaluated using a randomised control trial, subject to agreement by DWP.</p>	Those cycling in and out of low paid work paid less than LLW. Cycling defined as 3 jobs and 3 periods of unemployment and 1 year out of work over 4 years. Quails below L2 for those aged less than 25 and at or below L2 for others.	2015-2019	c.4,500 C = 1,125 NE = 1,575 S = 788 W = 1,013	c£7.5m	Primarily Jobcentre Plus when customers make repeat claim. Also from other sources, incl, VCS and boroughs
Older people	Adult employment	<p>Description: Older people are a diverse and varied group with multiple issues and needs. Whilst the employment rate for older people is higher than ever before there are some underlying problems; even though unemployment is less common amongst older people than younger people, older people have a higher propensity to be long-term unemployed than younger people. As well as being more likely to stay unemployed for longer, older people are more likely to become economically inactive if they become unemployed.</p> <p>Intervention: The programme will look to address a range of age specific barriers to work faced by older people, including concerns about discrimination, lack of IT skills and awareness of the modern labour market. Provision should aim to reduce flows from short term unemployment into long term unemployment and inactivity. It should also look to address the more entrenched worklessness experienced by older people who have returned from the Work Programme and those who are economically inactive. Given the wide range of people that may be supported by this group, a differential payments model may be appropriate.</p>	50+ new JSA claimants who are likely to struggle to find work (e.g. because of low level qualification), 50+ JSA Work Programme returners, 50+ economically inactive/ not claiming benefits	2015-2018	c.8468 NE = 2,699 C = 2,358 S = 1,547 W = 1,864	£12.5m	Referral from JCP for newly unemployed and Work Programme returners, Outreach for economically inactive

Programme name	Youth / Adult	Programme description	Brief description of target groups	Delivery Time period	Participant volumes (approx.) total & by cluster	Indicative budget	Expected primary referral method
Carers	Adult employment	<p>Description: Over recent years there has been a concerted effort to 'activate' economically inactive people by changing the conditions of their benefits to push them closer to the labour market and providing additional employment support. One group of economically inactive people, however, has not received additional employment support – carers. In part this recognises that many carers are not able to work, as caring can be a full time role, Nevertheless, there appears to be a sizeable minority of workers who would like to work but are not receiving support.</p> <p>Intervention: Interventions will primarily target those with substantial caring responsibilities, including Income Support and Carers Allowance claimants, who are not in work. The programme will also work with a limited number of those whose caring responsibilities have declined before they become eligible for Work Programme support. Provision will include outreach, and personal adviser support will be extremely flexible to fit around customers' caring commitments. Providers will need to have a clear understanding and expertise of the issues faced by carers. The programme should aim to help carers into work (particularly flexible and part time employment in order to fit around caring responsibility and Carers Allowance/Income Support eligibility criteria), but where that is not possible because of caring commitments, the programme should aim to keep carers attached to the labour market so that they find it easier to enter work when their caring commitments reduce. This might involve a focus on training, including employability skills and volunteering.</p>	IS/CA claimants whose caring responsibilities have ended, Workless carers	2015-2018	c.1000 NE + W = 600 S + C = 400	£2m	Outreach, with some signposting from JCP, NHS or VCS
Troubled Families	Adult employment	<p>Description: The proposed broadening of criteria for the DCLG Troubled Families programme means that it is likely that support for these families will be mainstreamed into early help in most boroughs. The DCLG programme, however, was not designed to provide employment support for all workless families as it was expected that an ESF Families Programme would provide the majority of these outcomes. This programme will provide that support, building on the experiences of the current DCLG and ESF Families programmes.</p> <p>Intervention: This programme will support parents receiving support through the DCLG Troubled Families programme. The ESF programme will tie in closely with the DCLG programme. Interventions will engage employers, families and local authorities. The programme will look to ensure that some childcare costs are covered whilst individuals participate on provision. Mentoring and skills development will be a key part of these interventions supporting families.</p>	Unemployed family members on the CLG Families Programme only, who are not eligible to receive mainstream employment support (e.g. the Work Programme).	2015 - 2019	c.8,000 NE = 2,941 C = 2,305 S = 1,033 W = 1,669	c.£15m	From borough families teams
(Lone) parents out of work	Adult employment	<p>Description: One of the main causes of child poverty is the low employment rate among parents, in particular mothers. In London this employment rate is much lower than elsewhere in the country driven in part by a lack of part time jobs and flexible childcare, as well as higher housing, childcare and living costs. The employment rates for single parents (women and men) in London is also well below that of the rest of the UK.</p> <p>Intervention: Provision will support target groups enter and sustain employment. In particular, the programme will support workless (lone) parents not receiving support through the Work Programme, parent partners of JSA claimants, and non-working partners of working parents in low income families. Interventions should include support with childcare costs, confidence building, and information, advice and guidance. A key feature of this programme will be working with businesses to provide employment brokerage and support to enable parents to access flexible job opportunities.</p>	<p>This programme will target unemployed and/ or economically inactive parents, in particular:</p> <ul style="list-style-type: none"> <li>Lone parents with children aged under 5 years claiming Income Support.</li> <li>Lone parents claiming Jobseeker's Allowance who are not yet eligible/ or who have not been mandated onto the Work Programme, or who have completed the Work Programme without entering work.</li> <li>Lone parents who are claiming other or no benefits, excluding ESA/IB.</li> <li>Workless parent couples where one or both are unemployed with dependent children aged under 16.</li> <li>Non-working partners in low income families, including those parents retuning to work following a period out of work.</li> </ul>	2015-2018	c.5,200 N&E = 2,028 W = 988 C = 1,352 S = 832	c.£10.25m	Referrals from JCP, Outreach, NCS, VCS and local authorities.
(Lone) parents in work	Adult employment	Activity is likely to focus on lone parents and low income families in low paid work, earning less than the London Living Wage. Support will involve outreach and support for parents to increase their income and access good quality, stable employment that fits around their childcare commitments.	Lone parents and low income working families earning less than London Living Wage.	2016-2019	TBC	c.£5m	Outreach, NCS, VCS.

Programme name	Youth / Adult	Programme description	Brief description of target groups	Delivery Time period	Participant volumes (approx.) total & by cluster	Indicative budget	Expected primary referral method
Disability employment	Adult employment	<p>Description: In recent decades, active labour market policies have been successful in the UK and other countries at increasing employment levels for many groups of people, including lone parents, and decreasing the lengths of spells of unemployment for others. However, active labour market policies have so far been considerably less successful at supporting those with health conditions and disabilities back into work. There are around 250,000 ESA claimants in London, considerably more than the c.140,000 JSA claimants.</p> <p>Intervention: This programme will provide employment support those with disabilities in London. Support will look where possible to integrate with borough and CCG services, as well as linking effectively with other services, such as FE.</p>	Those with a disability as defined by the Equality Act	2015-2018	c.7,600 C = 2,018 NE = 2,746 S = 1,134 W = 1,703	c.£14.5m	JCP, CCGs, boroughs, VCS
Common Mental Health programmes	Adult employment	This programme will provide employment support to those with common mental health conditions, such as depression and anxiety disorders. The precise nature of the programme will vary in different parts of London, reflecting the different employment support offers currently commissioned by Clinical Commissioning Groups and local authorities in London. The programmes will be co-designed by CCGs and boroughs, and may be integrated with IAPT or run parallel to it.	Workless people with common mental health conditions	2015-2018	c.£5,300	c.£8-10m	TBC
Heathrow Employment programme	Adult employment	<p>Description: Heathrow is the UK's only hub airport and one of the largest employment sites in the UK with over 76,000 employees and 320 businesses. Airport employers often find it hard to recruit local people with the right skills and attitudes. Candidates that have applied directly to them often have poor communication and customer service skills, are ill-prepared for competency based interviews, and have poor awareness of the realities of working at an airport. The Heathrow Academy is currently partially funded through ESF and offers an opportunity to work in a range of large employers.</p> <p>Intervention: Whilst Heathrow airport is in the London LEP area the surrounding areas also include parts of the Enterprise M3 and Thames Valley LEP and many employees come from these areas. It is proposed that the three LEPs work together to use ESF to extend the services offered by the Heathrow Academy to those furthest from the labour market. To this extent the proposed intervention will focus primarily on the economically inactive and Work Programme returners. Recruiting participants from the three LEP areas, the provision should offer bespoke pre-employment and into work support for participants.</p>	Economically inactive, Work Programme returners, JSA 18-24	2015-2018	2,000 (of which 1550 expected in London)	£2.5m (of which c.£2m in London)	JCP for JSA and WP returners, outreach for economically inactive
Intermediate Labour Market for adults with disabilities and health conditions	Adult employment	<p>Description: For the very hardest to help, it may be necessary in some cases to provide more intensive support to help customers enter and sustain work. One model that has been shown to be highly effective is the intermediate labour market (ILM). This provides supported employment for customers, with wages paid by the project, for a short period to provide real work experience which can facilitate customers entering subsequent unsupported employment in the open labour market. Previous programmes, such as DWP's StepUP, have shown large employment gains. However, given the costs of this type of support, it must be targeted at those furthest from entering work.</p> <p>Intervention: The provision will provide a temporary job with additional support for those young adults furthest from the labour market, tailored to meet the needs of the individual client based on an initial assessment carried out by the provider on entry onto the programme. Eligible groups will have spent a considerable period out of work, have a long term health condition or disability and suffer at least two other major labour market disadvantages, such as homelessness, low qualifications, being a carer, having committed offences in the past, or being a lone parent. As ILMs are intended to mirror as closely as possible the processes for recruitment in the open labour market, there will be competitive interviews of eligible candidates for every ILM job. For the individual the delivery model is based on four phases; assessment and preparation, job brokerage and interview, in work retention / training / progression and post ILM.</p>	<p>Customers should be:</p> <ul style="list-style-type: none"> <li>• only people aged 25+</li> <li>• have a long term health condition or disability</li> <li>• not had spells of employment for more than a total of 6 months within the last two years.</li> </ul> <p>Targeting should aim to recruit those that have two (one being a health condition or disability) or more labour market disadvantages, these are:</p> <ul style="list-style-type: none"> <li>• low qualifications (Level 2 and below) or no qualifications</li> <li>• BAME groups</li> <li>• lone parents</li> <li>• carers</li> <li>• homeless</li> <li>• ex-offenders</li> <li>• drug/ alcohol problems</li> </ul>	2015-2018	c.760 N, E&W = 451 S&C = 314  Volumes TBC	c.£5m	JCP, community partners, and other ESF programmes
Employment support for those living in social housing	Adult employment	We are in the early stages of scoping whether a estate or ward-based approach may be possible to deliver in London, building on the highly successful 'Jobs Plus' model from the USA. This model has a number of key elements, including a 'saturation' approach (with very wide programme eligibility), some financial incentives to move into work, personal adviser support and referral to other key services, and community engagement and peer to peer support.	People living in the most deprived wards or housing estates in London	TBC	TBC	c.£5m	TBC

Programme name	Youth / Adult	Programme description	Brief description of target groups	Delivery Time period	Participant volumes (approx.) total & by cluster	Indicative budget	Expected primary referral method
Modern Skills for Construction	Adult skills	<p>Description: London is currently undergoing a significant period of intensive construction activity, with activity forecast to rise by 2% a year. Evidence suggests the construction industry faces a significant skills shortage in the medium to long term. More than 80% of employers interviewed on the future of the construction industry reported skills shortages as a chronic problem.</p> <p>Intervention: Programmes would need to provide pre-employment support, ensuring participants have good employability skills and addressing any basic skills needs, as well as marketing activity. Providers will be required to address perceptions of initial low pay and a lack of progression opportunities. This would be followed by vocational training and work-experience that is responsive to employer needs, and could be a combination of accredited and non-accredited training. Services that support participants into work would also be required, with on-going in-work support, including looking at options for skills and career progression and undertaking accredited training to support this. Providers would also be encouraged to make referrals to support for in-work progression.</p>	<p>Unemployed and economically inactive people of working age including:</p> <ul style="list-style-type: none"> <li>• People who have been unemployed for over 6 months who are aged 25+ (including Work Programme returners)</li> <li>• Young people aged 18-24</li> <li>• Economically inactive people, excluding students</li> <li>• Women</li> <li>• People age 50+</li> <li>• BAME groups, particularly young black men</li> <li>• Ex-offenders</li> <li>• Ex-military</li> <li>• Care leavers</li> <li>• People with disabilities including mental health issues</li> </ul>	2015-2019	<p>c.3,000</p> <p>C = 1,251</p> <p>N&amp;E = 948</p> <p>S = 342</p> <p>W = 459</p>	c.£5 m	JCP but also outreach
In-work progression programme	Adult skills	<p>Rationale: In work poverty is an increasing issue for London and the UK. There could be around 175,000 Londoners stuck in low pay for 10 years or more. A Resolution Foundation paper (2013) estimates that "overall, more than one in four (28 per cent) of all low paid workers in 2012 found themselves stuck on low pay for the previous decade". Overall, 21% of London workers (625,000 people) are paid below the Living Wage.</p> <p>Intervention: In-work progression for low skilled employed people is a relatively new area for employment and skills services and evidence as to what works is limited. The programme will therefore test out different and innovative approaches. It will encourage both sector based approaches (pan-London) and geographical approaches (sub-regional). Providers can work either with employees or through employers or both. The programme would be looking for the following key elements: engagement and initial assessment – developing an individual progression plan for employees or an organisational needs assessment for businesses; face-to-face coaching and mentoring (the limited evidence available suggests this is an effective approach for in-work progression) and support for progression – this should be determined by the provider and be responsive to individual/employer needs. It could include formal qualifications and training (based on an in-depth understanding of employer needs) or other support, such as work shadowing.</p>	<p>Adults who are low paid (defined as: being on hourly pay excluding overtime below the 20th percentile point in the pay distribution for all London employees, or as earning less than the equivalent of 35 hours' work per week at the London Living Wage).</p>	2015-2018	c.8,000 (cluster volumes tbc)	c. £10m	Outreach, working with key partners such as local authorities, trade unions and business organisations
Business start up and entrepreneurship	Adult skills	<p>Rationale: In the year to March 2013, there were 677,900 people in self-employment, including freelancers (age 16+), making up 17.5% of total employment. The proportion of self-employed in London is 3.4% higher than for the UK as a whole and has been growing since 1996. Self-employment is on the increase and has risen by 36,000 over the last year, by 101,000 since March 2008, and 150,000 since March 2003.</p> <p>Intervention: Given that there are many business support services across the capital, this programme will focus on engaging individuals who are unemployed or in low-paid employment who want to set up a businesses and supporting them to navigate and access the business support available, only delivering provision when there is an identified gap. It will also provide networking opportunities for programme participants to increase business opportunities, build confidence and to provide mutual support. The main elements of the programme are a strong one-to-one mentoring and coaching approach, drawing on a pool of quality and diverse mentors/coaches including volunteer mentors identified through business organisations, alongside activities around engagement, confidence building and initial assessment. Support will continue for up to 12 months beyond setting up the business, to improve survival rates, and the programme will explore how it can link to ERDF support under the ESIF programme.</p>	<p>Unemployed and economic inactive people aged 19 plus or employed people working less than 16 hours a week. There should be a focus on the most disadvantaged Londoners but not exclusively so, for example:</p> <ul style="list-style-type: none"> <li>• BAME groups</li> <li>• Ex-offenders</li> <li>• Ex-military</li> <li>• Women</li> <li>• People aged 50+</li> <li>• Disabled people</li> </ul>	2015-2018	<p>Up to 5,000</p> <p>C = 1,350</p> <p>N+E = 1,850,</p> <p>S = 750</p> <p>W = 1,050</p>	Up to £12m	Referrals from other ESF programmes

Programme name	Youth / Adult	Programme description	Brief description of target groups	Delivery Time period	Participant volumes (approx.) total & by cluster	Indicative budget	Expected primary referral method
Sector based approaches	Adult skills	<p>This programme will focus on the following sectors (although not exclusively):</p> <p><b>ICT/digital:</b> Digital employment is a London specialism. London has just under a quarter of all GB employee jobs and 22 per cent of all GB telecommunications employee jobs. It is a growth sector for London.</p> <p><b>Creative industries:</b> The UK has the largest creative industries sector in the world and London is the main hub, with just under a third of creative industries jobs.</p> <p><b>Health and social care:</b> This sector is a significant employer in London and its workforce is estimated to grow by 540,000 by 2020 (GLA Economics). Skills shortages are prevalent, with unmet demand for caring staff, professionals &amp; managers.</p> <p><b>Retail:</b> Another significant employer in London, with its workforce estimated to grow by 429,000 (GLA Economics), with skills shortages in sales, IT and financial expertise.</p> <p><b>Tourism and hospitality:</b> Identified as a growth sector for London in the LEP's Economic Development Plan, there will be job opportunities created by both new and replacement demand (an estimated 135,000 jobs per annum nationally).</p> <p>Intervention: Programmes would need to respond to specific sectors but all would include pre-employment support, ensuring participants have good employability skills and addressing any basic skills needs. Marketing activity may be needed for those sectors not seen as an attractive career option such as hospitality and health and social care. In these cases, providers will be required to address perceptions of initial low pay and a lack of progression opportunities. This would be followed by vocational training and work-experience that is responsive to employer needs, and could be a combination of accredited and non-accredited training. Services that support participants into work would also be required, with on-going in-work support, including skills and career progression and undertaking accredited training to support this. Providers would also be encouraged to make referrals to support for in-work progression.</p>	<p>Unemployed and economically inactive people of working age including:</p> <ul style="list-style-type: none"> <li>• People who have been unemployed for over 6 months who are aged 25+ (including Work Programme returners)</li> <li>• Young people aged 18-24</li> <li>• Economically inactive people, excluding students</li> <li>• Women</li> <li>• People age 50+</li> <li>• BAME groups, particularly young black men</li> <li>• Ex-offenders</li> <li>• Ex-military</li> <li>• Care leavers</li> <li>• People with disabilities including mental health issues</li> </ul>	2015-2019	c.14,650 W = 2,930 C = 5,494 S = 2,271 N&E = 3,956	c.£25m	JCP but also outreach

Programme name	Youth / Adult	Programme description	Brief description of target groups	Delivery Time period	Participant volumes (approx.) total & by cluster	Indicative budget	Expected primary referral method
NEET Outreach	Youth	<p>This is an outreach programme that locates young people who are aged 16-18 and are NEET, or aged 18-24 and are 'under-employed' but not using Jobcentre Plus services and seeks their planned progression into sustained EET. This programme has six elements: Identification of young people, Outreach, Partnership &amp; collaborative working, Assessment, Support and Re-engagement. It is intended that this service will provide referrals to the ESF youth programmes and also to a broad range of mainstream and specialist / targeted provision.</p> <p>Practitioners will be required to understand the range of provision available to young people, help young people source the most appropriate provision to enable them to move forward in life and to support young people's progression into education, training and employment. An appropriate amount of on-going support will also be made available after securing young people's entry into a positive destination.</p>	<p>Young people aged 16-18 who are NEET or unemployed, but not claiming Job Seekers' Allowance</p> <p>Young people aged 16-18 whose participation status is 'not known'</p> <p>Young people aged 18-24 who are underemployed</p>	2015-2018	C=1368, NE=3310, S=1943, W=1420 TOTAL = c.8041	c.£15.6m	Identification and outreach recruitment of eligible young people
16-18 Targetted NEET (spec 1)	Youth	The Programme aims to reduce the number of young Londoners who are Not in Employment, Education or Training (NEET) for extended periods and therefore are likely to suffer from reduced opportunities, low incomes and unemployment at a later stage of their lives. The project will achieve this aim by providing support to young people aged 16-18 who are NEET, and whose background suggests they require additional or re-engagement support, into sustained education, training or employment which are RPA (Raising the Participation Age) compliant.	1. Young people aged 16-24 who are NEET, whose background suggests they require additional support to access and sustain EET (including refugees/migrants, children in care/care leavers, homeless young people (including those in temporary accommodation and sofa-surfers), travellers (including Gypsy Roma), those with mental health difficulties, those with drug\alcohol abuse issues, those with learning difficulties and/or disabilities, lone parents, teenage parents and parents to be, young carers, work programme leavers.	2015-2018	C=358, NE=568, S=361, W=272 TOTAL = c.1559	c.£3.8m	Via the Outreach Programme, self-referral, referrals from local authorities and other local organisations supporting the target groups
16-24 LDD Targetted NEET (spec 2)	Youth	The specification will provide individually-tailored support for young people aged 16-24 who are NEET and have LDD to help them achieve sustained education, training or employment outcomes. The aim is to reduce the number of young Londoners with learning difficulties and/or disabilities (LDD) who are Not in Employment, Education or Training (NEET) and therefore are likely to suffer from reduced opportunities, low incomes and unemployment at a later stage of their lives.	Young Londoners with learning difficulties and/or disabilities aged 16-24 who are NEET. The target group includes young people who are NEET who have limiting long-term health problems and/or self-declared learning difficulties or disabilities.	2015-2018	C=742, NE=1144, S=542, W=605 TOTAL = c.3033	c.£6.4m	Via the Outreach Programme, self-referral, referrals from local authorities and other local organisations supporting the target groups
Targetted interventions: 18-24 year olds NEET and who also have mental health difficulties, or drug\alcohol abuse issues, or who are homeless (spec 3.1)	Youth	<p>The specification will provide individually-tailored support for young people aged 18-24 year olds who are NEET and who also have mental health difficulties, drug\alcohol abuse issues, or who are homeless, in order to help them achieve sustained education, training or employment outcomes.</p> <p>The aim is to reduce the number of young Londoners who are Not in Employment, Education or Training (NEET) for extended periods and are therefore more likely to suffer from reduced opportunities, low incomes and unemployment throughout their lives. The project will achieve this aim by providing support to young people aged 18-24 with mental health difficulties, drug or alcohol abuse issues, or suffering from homelessness, who are also NEET to help them into sustained education, training or employment.</p>	<p>Young Londoners aged 18-24 who are NEET and who face one or more of the following additional barriers to employment:</p> <ul style="list-style-type: none"> <li>• mental health difficulties,</li> <li>• drug or alcohol abuse issues,</li> <li>• homelessness (including those in temporary accommodation and sofa surfers).</li> </ul>	2015-2018	C=402, NE=638, S=296, W=324 TOTAL= c.1660	c.£3.7m	Via the Outreach Programme, self-referral, referrals from local authorities and other local organisations supporting the target groups
Targetted interventions: 18-24 year old NEETs with specific characteristics leading to disadvantage in the labour market (spec 3.2)	Youth	<p>The specification will provide individually-tailored support for young people aged 18-24 who are Not in Employment, Education or Training (NEET) and who are migrants (from specific disadvantaged groups), care leavers, carers, teenage and/or lone parents and parents to be, or work programme leavers in order to help them achieve sustained education, training or employment outcomes.</p> <p>The aim is to reduce the number of young Londoners who are Not in Employment, Education or Training (NEET) for extended periods and are therefore more likely to suffer from reduced opportunities, low incomes and unemployment throughout their lives. The project will achieve this aim by providing support to young people aged 18-24 who are migrants (from specific disadvantaged groups), care leavers, carers, teenage and/or lone parents and parents to be, or work programme leavers, and who are also NEET to help them into sustained education, training or employment.</p>	<p>Young Londoners aged 18-24 who are NEET and who are also migrants (see further definition below), care leavers, teenage parents/parents to be, lone parents, young carers, and work programme leavers.</p> <p>Migrants - This project will only support migrants who</p> <ul style="list-style-type: none"> <li>• Are economically inactive (i.e. NEET but not claiming benefits or claiming inactive benefits); or</li> <li>• Are JSA claimants who have not yet received support through the Work Programme and have qualifications at Level 2 or below, or</li> <li>• Are Work Programme leavers</li> </ul>	2015-2018	C=696, NE=1087, S=571, W=546 TOTAL = c.2900	c.£6.7m	Via the Outreach Programme, self-referral, referrals from local authorities and other local organisations supporting the target groups

Programme name	Youth / Adult	Programme description	Brief description of target groups	Delivery Time period	Participant volumes (approx.) total & by cluster	Indicative budget	Expected primary referral method
Preventative NEET	Youth	<p>This programme will work with young people in learning who are at risk of becoming NEET (not in education, employment or training) and support them into a sustained place in education employment or training. The programme is seeking to procure provision which will improve participants' education, employability and personal skills so that they achieve education or training goals, improve their chances of gaining employment/starting an apprenticeship and progress successfully in work or further learning.</p> <p>The objective is to work closely with the Local Authority and learning institution to identify those individuals who are at risk of becoming NEET, support sustained engagement, transition and progression through creation of individual support packages appropriate to the particular needs of the vulnerable young person. Provide a range of activities which sustain young people in education, employment and training. Continued support for a period of 26 weeks after they secure a positive destination.</p>	Young people aged 15-18 who are disengaged from regular timetabled learning and who have been indicated as being 'at risk' of becoming NEET by either their learning institution or local authority	2015 - 2020	C=2128, NE=5145, S=3020, W=2207 TOTAL = c.12,500	c.£16m	Mainly from schools or colleges, but also from local authorities and some self-referral
Careers Guidance	Youth	<p>The aim of the Programme is to provide high quality IAG that enable young people to develop the knowledge, skills and attitude they need to manage their career and support their transitions into learning and work. This Programme does not aim to duplicate the work of NCS, but seeks to extend its offer. In planning delivery, the contractor will be required to ensure that it works closely with the provider commissioned to deliver the NCS in London.</p> <p>This programme provides face-to-face careers guidance to young people who are not otherwise entitled to this service . It aligns with 'mainstream' activities provided by schools and colleges and with other programmes that are part of the ESIF / YEI Programme in London, including those that provide mentoring support to young people who are NEET. The programme produces an Individual Plan for each participant that sets out their immediate careers goal and the steps that need to be taken to achieve it, such as training or the acquisition of further skills or qualifications and provides for the participant to take greater ownership over their longer-term careers and learning development.</p>	Young people aged 15-24 who do not have a statutory right to impartial face-to-face careers advice & guidance or who are otherwise unable to access impartial face-to-face careers advice & guidance	2015-2018	C=3145, NE=7607, S=4464, W=3264 TOTAL = c.18,480	c.£6m	Via the Outreach Programme, Targeted provision programme or self-referral
Promoting Apprenticeships, Traineeships, work placements and employment opportunities.	Youth	This project will deliver two main strands of activity that targets employers. The first will focus on promoting traineeship, work placement, internship, employment and apprenticeship opportunities for young people to employers and the second is an engagement service targeting employers to take on young people into traineeships, apprenticeships, work placements, internships and employment opportunities.	<ul style="list-style-type: none"> <li>• Young people aged 15-17 years who are in formal education and seeking work experience opportunities;</li> <li>• Young people aged 16-24 not in employment, education or training with low or no qualifications;</li> <li>• Young people aged 18-24 leaving education or training ready to enter into employment.</li> </ul>	2015-2018	C=1015, NE=13,500, S=3735, W=8440 TOTAL = c.26,690	c.£13m	Via the Outreach Programme, Careers Clusters Programme, National Careers Service, JCP, YEI Careers guidance, schools, colleges and training providers and higher education institutions.
Careers clusters	Youth	Establishment of up to twelve geographic or sector-based Careers Clusters that aim to improve the labour market relevance of education. Made up of around six secondary schools and FE colleges, each Careers Cluster will develop and deliver a programme that will support cluster school and college leaders to design a high quality careers guidance offer and a business informed curriculum informed by Labour Market information. Pilot sustained employer/HE activities in Cluster schools and colleges, empowering teachers to replicate the pilot approach. Deliver careers and employer engagement CPD to cluster staff. Match and support Cluster school and college pupils into work placements and internships brokered by the ESF 'Promoting Apprenticeships, traineeships and work experience' strand.	<ul style="list-style-type: none"> <li>• London secondary schools , Further Education (FE) and Sixth Form Colleges</li> <li>- there will be a focus on schools from disadvantaged areas with a high % of students on FSM and/or eligible for the pupil premium; those with the lowest rates of HE progression; and those with the highest rates of NEET</li> <li>• Teachers, and Careers Advisors contracted to work in London secondary education institutions and colleges</li> <li>• Third sector organisations engaging with business and education</li> <li>• Higher Education Institutions</li> <li>• Pupils benefiting from the pilot engagement activity</li> <li>• Businesses, including SME's</li> </ul>	2015-2018		c.£8m	The lead contractor will secure school/college, HE and employer engagement. Pupils directly benefiting will be sourced through the participating schools.

Programme name	Youth / Adult	Programme description	Brief description of target groups	Delivery Time period	Participant volumes (approx.) total & by cluster	Indicative budget	Expected primary referral method
Young BAME people	Adult employment	<p><b>Intervention</b></p> <p>This programme will target young BAME people who have particularly high levels of unemployment and worklessness. These are likely to be black, mixed ethnicity, Pakistani, Bangladeshi, Gypsy and Irish Traveller and refugee young people. It is possible that this support will be made available to those aged over 24, in which case this will be delivered as part of the adult ESF programme. Key elements of this programme might involve a flexible and responsive adviser regime looking to build confidence and including a careers advice element, engagement with employers through work experience, volunteering, careers days and mentoring. Providers will be invited to give consideration to sector specific approaches in their applications, and will be expected to support participants into apprenticeships and self-employment where appropriate. The programme should encourage progression in work as well as job entry and sustainment.</p> <p><b>Rationale</b></p> <p>As a whole, people from ethnic minority communities perform less well in the labour market than white people. The latest edition of the Mayor's Annual Equality Report (from 2012/13) noted that the gap in employment rates between those from Black and Minority Ethnic (BAME) communities was 14 percentage points, and that the gap in median pay between BAME and white group was 24.4%. In particular, young people from certain BAME communities perform poorly in the labour market. For example, 2011 census data shows that 42% of economically inactive young black men were unemployed compared to just 18% of white young men.</p>	Unemployed (and economically inactive, excluding students) people aged 18-24 from particular BAME communities (Black or Black British, mixed ethnicity, Pakistani and Bangladeshi, Arab, and Gypsy or Irish Traveller. New JSA claimants on the programme must have qualifications at or below Level 2.	2015-2018	C = 700 NE = 1,120 S = 420 W = 560 TOTAL = c.2,800	c.£4.7m	Referral from JCP and community organisations
Gangs prevention	Youth	The project will support a cohort of 240 15 – 16 year olds who are excluded from school and in alternative provision in the London Boroughs with the highest level of need. It will focus on young people who are on the trajectory of serious offending in gangs. This initiative will focus on increasing engagement with education and increasing employability, as well as tackling family factors through close work with other support services. The project will support the young person in their whole environment: in Alternative Education provision, in positive structured activities at other times and in future EET activities.	<p>Young people aged 15-16 who are at risk of NEET, have been excluded from mainstream education and are attending a PRU or alternative education establishment. Priority will be to those who fall into one or more of the following categories:</p> <ul style="list-style-type: none"> <li>• Engaged in, or at risk of, engagement in criminal activity</li> <li>• On the MPS gang matrix, and not receiving any diversionary support</li> <li>• Identified by their education provider as being in a gang and on the trajectory of serious offending in gangs</li> <li>• Suffering from a mental health issue</li> <li>• At risk of exploitation by gangs</li> <li>• Repeat victims of crime, particularly where that crime is as a result of gangs</li> <li>• Known to be living in a home in a setting with repeat domestic violence, or complex family circumstances (e.g. routine drug use).</li> </ul>	2015-2018	c.312	c.£2.5m	Pupil Referral Units



Programme name	Youth / Adult	Programme description	Brief description of target groups	Delivery Time period	Participant volumes (approx.) total & by cluster	Indicative budget	Expected primary referral method
Intermediate Labour Markets for young people	Youth	The provision will provide a temporary job with additional support for those young adults furthest from the labour market, tailored to meet the needs of the individual client based on an initial assessment carried out by the provider on entry onto the programme. ILMs are intended to mirror as closely as possible the processes for recruitment in the open labour market. As such, there will be competitive interviews of eligible candidates for every ILM job. For the individual the delivery model is based on four phases; assessment and preparation, job brokerage and interview, in work retention / training / progression and post ILM.	<p>The eligibility for this programme is likely to be:</p> <ul style="list-style-type: none"> <li>• people aged 18 to 24</li> <li>• having significant labour market disadvantage</li> <li>• not had spells of employment for more than a total of 6 months within the last two years</li> </ul> <p>‘Significant labour market disadvantage’ is defined as having at least two of the following criteria:</p> <ul style="list-style-type: none"> <li>• have no or low qualification levels (Level 2 and below)</li> <li>• Homeless</li> <li>• BAME groups with low employment rates</li> <li>• Long-term health condition or disability and/or mental health problems</li> <li>• Drug/alcohol problems</li> <li>• In a family with multiple problems</li> <li>• Ex-offenders</li> <li>• Care leaver.</li> </ul>	2015-2018	c.1,200 N, E&W = 470 S & C = 730	c. £8m	JCP, community partners, and other ESF programmes

## **Annex 2: London Requirements for ESF Match Funders**

### **Project development & alignment**

1. Projects will be expected to commit to working through any strategic partnership structures established by the LEP/GLA to facilitate integrated commissioning.
2. In order to ensure effective integration of ESF activities and avoid duplication, where match funders plan to run a competitive process to appoint delivery partners, the tendering or bidding documentation should be agreed by the GLA prior to launch.

### **Contract models**

3. Funding models should reflect the LEP's skills and employment priorities of sustained employment, career progression and progression in learning, with the right funding incentives in place to reward providers for progression or job sustainability.
4. Job outcome unit costs and conversion rates should be informed by the 2007-13 Priority 1 programme benchmarking research commissioned by the LEP and GLA, which is available [online](#).

### **Output/results & MI reporting**

4. Where provision is focused on delivering employment related results, these results should measure sustained employment for a minimum of six months.
5. For provision aimed at young people (15-18 years old) results should measure sustained education, training or employment for a minimum of six months.
6. Where provision is focused on delivering support to people in-work, results should measure in-work progression.
7. Projects should adopt the Employability Performance Rating for all London ESF contracts.
8. Projects will provide European Programmes Management Unit, with quarterly updates on performance as part of the claim submission; information may be requested broken down by borough.

## Annex 3: Summary of Recommendations from the 2007-13 ESF

### Priority 1 Programme Report

#### Performance

- 1.1** **We recommend** that the bidding process is based on ‘**performance offers**’ where each bidder forms their own judgement on what they assess to be realistic levels of performance over the contract period. These ‘offers’ should be part of the bidding process and assessed in the scoring of bids.
- 1.2** **We recommend** the GLA/LEP establishes a ‘floor’ or a **Minimum Offer Level** (MOL) for each programme, below which bids are not accepted. The MOL should be determined by the average performance level for equivalent target groups from the 2007-13 programmes. This should apply to both ‘into work’ projects and NEET to EET.
- 1.3** Whilst the Minimum Offer Level will set the floor on performance levels, there is sufficient evidence for the GLA/LEP to indicate the level of performance they expect in the future.
- 1.4** **We recommend** that the GLA/LEP sets **Expected Performance Offers** (EPOs). These would be guides for bidders only, but they would set the performance level that the GLA/LEP believes is achievable in the future. Bidders can make performance offers above or below the EPO but it is intended to act as a clear indication to the market about the levels of performance expected.

#### Payment Model recommendations

- 1.5** **We recommend** there should be simplified payment models for each strand of the new programme, and with less variation between the strands. The statistically positive relationship between PBR and sustained job entries suggests that all projects should have a proportion of payments based on sustained job entries.
- 1.6** **We recommend** for ‘into work’ projects the value of job entry payments should be between 20% to 50% of total payments, and sustainment payments should also be between 20% to 50%. Other payments (such as attachment, start fees or other interim payments) should be no more than 60%. The optimal proportion appears to be 30% on job entry, 50% on sustainment and 20% on start fees.
- 1.7** **We recommend** that variations to the standard rates should be justified according to an assessment of the ability of the provider market to cope with the financial risk and cashflow implications. Our assumption is that the more specialist provision that is required because of the difficulty of the target group, the more justification there could be in lowering the PBR rate and increasing the use of advanced and/or attachment/start payments.

#### Contract size recommendations

- 1.8** **We recommend** that in general ESF commissioners should aim to increase the size of contracts, but aim for an appropriate balance to ensure that smaller projects can participate where the target groups and service is justified.

- 1.9** **We recommend** that for ‘Into work’ projects bids are encouraged so that they are over £500,000.
- 1.10** **We recommend** that for ‘NEET to EET’ projects bids are encouraged so that they are over £1 million.
- 1.11** **We recommend** that the minimum size should be adjusted according to the volumes in target groups, the level of disadvantage and the contracting geography.
- 1.12** **We recommend** there should be an equivalent of the Work Programme Merlin Standard for London to protect the interests of smaller organisations in the context of increased use of larger contracts. This process could start by issuing GLA guidance on unfair and undesirable practices. The link with the Employability Performance Rating should also be explored.

#### Contract duration recommendations

- 1.13** **We recommend** that, as standard, all contracts are for three years. Variations might be justified for very specific projects but the default should be three year contracts.
- 1.14** **We recommend** that consideration should be given to how successful projects and providers can be continued beyond three years but at the same time ensure there are opportunities for new entrants to the provider market.
- 1.15** **We recommend** the move to three year contracts should be accompanied by improved contract and performance management, specifically:
- establish appropriate common standards for contract and performance management across CFOs
  - increase the use and profile of the London ‘Employability Performance Rating’ (see Chapter 6)
  - incorporate quality reviews in performance management so that there is increased sharing of best practice
  - ensure contracts are sufficiently flexible with variation clauses to enable adjustments for social and wider economy reasons.

#### Contract Geography Recommendations

- 1.16** **We recommend** for ‘into work’ projects that the commissioning geography needs to be a decision based on the proposed target groups, type of service, and contract size.

- 1.17** **We recommend** that for NEET to EET all contracts should be cross borough unless there are particular target groups that justify a Pan London approach.

#### Target Group recommendations

- 1.18** **We recommend** that labour market disadvantage is taken into account when agreeing future programmes, priorities, eligibility and budgets.
- 1.19** **We recommend** that Minimum Offer Levels and Expected Performance Offer rates should be set for each target group in the new programme, and informed by the performance of the current programme.
- 1.20** **We recommend** that when standardising payment models, the level of labour market disadvantage should be taken into account, for example, groups with a higher disadvantage could have lower Payment by Results.
- 1.21** **We recommend** that reporting on target group participation across all contracts should be tightened up and that target group performance rates should be monitored across all contracts to mitigate parking.
- 1.22** **We recommend** there is a reward or penalty framework for contractors that exceed their targets for the most disadvantaged groups and, at the same time, exceed their performance offers.

#### Overall performance levels

- 1.23** **We recommend** that the **overall programme Minimum Offer Level** for 2014-2020 is set at the 22% average job entry for the current programme and that the **Expected Performance Offer** level for the new programme should be set at least 6 percentage points above, or 28%. This is on the assumption that the composition of the target groups is broadly comparable.
- 1.24** A 6 percentage point increase on the current 22% average performance represents a 27% increase. Therefore a uniform 27% increase has been used to derive the Expected Performance Offer for each strand of the new programme, with the exception of 'Risk of NEET' which is 10%.
- 1.25** Flexibility for bidders to propose their own unit costs is important to capture the diversity of activities and the extent of disadvantage of the intended participants of each project. However, if bidders are to be allowed flexibility to determine their own unit costs then **we recommend a maximum should be set for each target group**, above which the LEP/GLA will not pay. **We do not recommend setting a lower unit cost for each target group.**

#### Unit costs and performance levels

- 1.26** **We recommend** that the 'target unit costs per starter' for each group should be in the range set by the 'programme average' and the 'average of the top 40% of projects' for the 2007-13 programme. If a single unit cost is used in commissioning, different judgements for each group will need to be made as to where in the range the cost should be set.

**1.27** **We recommend** that the ‘Minimum Offer Level’ should be the same as the ‘Average job entry or NEET to EET’ rate and in the range set by the ‘programme average’ and the ‘top 40% average’ for the 2007-13 programme.

**1.28** In line with our recommendations on performance, **we recommend** that the ‘Expected Performance Offer’ should be an uplift of 27% for all groups with the exception of ‘Risk of NEET’ where it should be 10%.

**1.29** **We recommend** that the range for the ‘gross unit cost per job entry/EET’ should be derived from the ‘Minimum Offer Level’ and the ‘unit cost per starter’ and that this range (or, if used, the single unit cost per outcome) becomes the maximum permissible cost per outcome for bidders. Performance levels and unit cost ranges are set out in the Table below:

	<b>2007-13 Programme Average</b>	<b>Average of top 40% of projects for job entry</b>
<b>Risk of NEET</b>		
Unit Cost per starter	<b>£1,686</b>	<b>£1,973</b>
Average NEET to EET rate	75%	85%
Expected Performance Offer: NEET to EET	82%	94%
Gross unit cost per NEET to EET	<b>£2,258</b>	<b>£2,321</b>
Number of projects	12	5
<b>NEET</b>		
Unit Cost per starter	<b>£1,645</b>	<b>£1,904</b>
Average Job Entry/EET rate	49%	69%
Expected Performance Offer: job entry/EET	62%	88%
Gross unit cost per job entry/EET	<b>£3,355</b>	<b>£2,759</b>
Number of projects	31	12
<b>Health conditions and disabilities</b>		
Unit Cost per starter	<b>£1,548</b>	<b>£1,819</b>
Average Job Entry rate	17%	23%
Expected Performance Offer: job entry	22%	29%
Gross unit cost per job entry	<b>£9,104</b>	<b>£7,942</b>
Number of projects	21	10
<b>Women and parents</b>		
Unit Cost per starter	<b>£1,842</b>	<b>£2,103</b>
Average Job Entry rate	23%	33%
Expected Performance Offer: job entry	29%	42%
Gross unit cost per job entry	<b>£8,143</b>	<b>£6,342</b>
Number of projects	17	6
<b>Disadvantaged Groups</b>		
Unit Cost per starter	<b>£1,612</b>	<b>£1,281</b>
Average Job Entry rate	22%	36%
Expected Performance Offer: job entry	28%	46%

Gross unit cost per job entry	<b>£7,281</b>	<b>£3,526</b>
Number of projects	134	44
<b>The hardest to help</b>		
Unit Cost per starter	<b>£1,676</b>	<b>£1,751</b>
Average Job Entry rate	17%	22%
Expected Performance Offer: job entry	22%	28%
Gross unit cost per job entry	<b>£9,654</b>	<b>£7,947</b>
Number of projects	14	5

## Annex 4: Extract from Annex 1 of the ESF regulation

Common output and result indicators for ESF investments

(1) Common output indicators for participants

"Participants" refers to persons benefiting directly from an ESF intervention who can be identified and asked for their characteristics, and for whom specific expenditure is earmarked. Other persons shall not be classified as participants. **All data shall be broken down by gender.**

The common output indicators for participants are:

unemployed, including long-term unemployed
long-term unemployed
inactive
Inactive, not in education or training
employed, including self-employed
below 25 years of age
above 54 years of age
above 54 years of age who are unemployed, including long-term unemployed, or inactive not in education or training
with primary (ISCED 1) or lower secondary education (ISCED 2)
with upper secondary (ISCED 3) or post-secondary education (ISCED 4)
with tertiary education (ISCED 5 to 8)
participants who live in jobless households
participants who live in jobless households with dependent children
participants who live in a single adult household with dependent children
ethnic minorities
Participants with disabilities
other disadvantaged
homeless or affected by housing exclusion
from rural areas

(2) Common output indicators for entities are:

number of projects fully or partially implemented by social partners or non-governmental organisations
number of projects dedicated at sustainable participation and progress of women in employment
number of projects targeting public administrations or public services at national, regional or local level
number of supported micro, small and medium-sized enterprises (including cooperative



enterprises, enterprises of the social economy)
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(3) Common immediate result indicators for participants are:

inactive participants engaged in job searching upon leaving
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participants in education/training upon leaving
---

participants gaining a qualification upon leaving
---

participants in employment, including self-employment, upon leaving
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disadvantaged participants engaged in job searching, education/ training, gaining a qualification, in employment, including self-employment, upon leaving
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(4) Common longer-term result indicators for participants are:

participants in employment, including self-employment, six months after leaving
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participants with an improved labour market situation six months after leaving
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participants above 54 years of age in employment, including self-employment, six months after leaving
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disadvantaged participants in employment, including self-employment, six months after leaving
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## Annex 5: Extract from Annex 2 of the ESF regulation

### (1) Common immediate result indicators for participants

"Participants" refers to persons benefiting directly from a YEI intervention who can be identified and asked for their characteristics, and for whom specific expenditure is earmarked. **All data shall be broken down by gender.**

The immediate result indicators are:

Unemployed participants who complete the YEI supported intervention
Unemployed participants who receive an offer of employment, continued education, apprenticeship or traineeship upon leaving
Unemployed participants who are in education/training, gain a qualification, or are in employment, including self-employment, upon leaving
Long-term unemployed participants who complete the YEI supported intervention
Long-term unemployed participants who are in education/training, gain a qualification or are in employment, including self-employment, upon leaving
Inactive participants not in education or training who complete the YEI supported intervention
Inactive participants not in education or training who receive an offer of employment, continued education, apprenticeship or traineeship upon leaving
Inactive participants not in education or training who are in education/training, gain a qualification, or are in employment, including self-employment, upon leaving

### (2) Common longer-term result indicators for participants

The longer-term result indicators are:

Participants in continued education, training programme leading to a qualification, an apprenticeship or a traineeship six months after leaving
Participant in employment six months after leaving
Participants in self-employment six months after leaving

#### Notes

There may be a number of additional indicators to report on which have yet to be agreed with the European Commission.

The data for longer-term result indicators shall be collected via a cohort/leavers survey commissioned by the ESF Managing Authority based on a representative sample of participants within each investment priority. Internal validity of the sample shall be ensured in such a way that the data can be generalised at the level of investment priority. This does not replace the evidence and reporting requirements for projects with London specific result indicator targets.