



Department  
for Work &  
Pensions



European Union  
European  
Social Fund

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

### Call for Proposals – Online Applications European Social Fund

### Priority Axis 1: Inclusive Labour Markets

Managing Authority	Department for Work and Pensions (DWP)
ESI Fund	European Social Fund
Priority Axis:	Priority Axis 1: Inclusive Labour Markets
Investment Priority:	1.2 Sustainable Integration of Young People into the Labour Market
Call Reference:	Gang and Knife Crime Prevention Programme - OC20S19P1649
LEP Area:	Leeds City Region
Call Opens:	21 October 2019
Call Closes:	Midnight 10 February 2020
Application Process:	<p>Applications for funding must be completed and submitted using the ECLAIMS IT system.</p> <p>Applications submitted via any other method will not be accepted.</p> <p>Please <u>do not</u> use ECLAIMS to access or apply against <u>ERDF</u> calls published on GOV.UK – the online application process is only applicable to specified ESF open calls.</p> <p>Please note: the ECLAIMS system can only be accessed from within the UK.</p>

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# 1. Call Context

The 2014 to 2020 European Structural and Investment Funds (ESIF) bring the European Regional Development Fund (ERDF), European Social Fund (ESF) and part of the European Agricultural Fund for Rural Development (EAFRD) together into a single European Union (EU) Structural Investment Funds (ESIF) Growth Programme for England supporting the key growth priorities of innovation, research and development, support for Small and Medium Enterprises (SME), low carbon, skills, employment, and social inclusion.

The Government has confirmed that it will guarantee funding for ESF projects that are contracted by the end of 2020. Whatever the outcome of the EU negotiations, this guarantee will stand. This ensures that UK organisations, such as charities, businesses and universities, will continue to receive funding over a project's lifetime if they successfully bid into EU-funded programmes before the end of 2020, even in the event of a no-deal. Details of the guarantee can be found at the following [website link](#).

All contracted ESF projects must be completed by the end of the programme period in 2023. Each application for ESF will be required to demonstrate that it delivers good value for money and domestic strategic priorities.

European Structural and Investment Funds are managed by the Ministry of Housing, Communities and Local Government (ERDF), Department for Work and Pensions (ESF) and the Department for Environment Food and Rural Affairs (EAFRD). In London, the Greater London Authority acts as an Intermediate Body for the European Regional Development Fund and European Social Fund programmes. Unless stated otherwise, the term "Managing Authority" will apply to all these organisations. These Departments are the Managing Authorities for each Fund. The Managing Authorities work closely with local partners who provide:

- Practical advice and information to the Managing Authorities to assist in the preparation of local plans that contribute towards Operational Programme priorities and targets;
- Local intelligence to the Managing Authorities in the development of project calls (decided by the Managing Authorities) that reflect Operational Programme and local development needs as well as match funding opportunities;
- Advice on local economic growth conditions and opportunities within the context of Operational Programmes and the local ESIF Strategy to aid the Managing Authority's appraisal of each Full Application.

This call is issued by the Department for Work and Pensions (DWP) to commission ESF Funded projects that will support the **Priority Axis 1 of the Operational Programme: Inclusive Labour Markets** and **Investment Priority: 1.2 Sustainable Integration into the Labour Market of Young People** as set out in the Operational Programme.

All applications will need to be eligible under the European Social Fund Operational Programme for England 2014 to 2020. The [ESF Operational Programme](#) is available for applicants to read.

This call for proposal sets out the requirements for any applicants to consider before applying.

Applications against this call will be usually be appraised as part of a single-stage appraisal process and successful applicants will enter into a funding agreement with the DWP. Further information is given in sections 4 to 10.

However, if an existing ESF Grant Recipient submits an application to extend their existing ESF Project via this open call and, if the cumulative value of all Full Applications received against it is below the call value, the ESF Managing Authority may choose to consider and assess that application via the Project Change Request route.

The decision on whether or not to use the Project Change Request route is a Managing Authority decision and will only be considered once the call is closed. To determine whether the Project Change Request route may be appropriate, the Managing Authority will take into account:

- Existing project performance against financial, output and result targets;
- The existing Grant Recipient track record within the ESF Programme;
- Completeness, robustness and detail of the information provided in the Full Application Form and supporting documents which would inform the Project Change Request assessment;
- Scale and complexity of any proposed changes between their existing ESF Project and their new Full Application proposal;
- Eligibility and availability of match-funding for the new/extended project delivery period.

This list is not exhaustive and, if there are any concerns about the delivery and/or management of the existing project, then the Full Application will be subject to the standard Full Appraisal process.

The same Project Change Request route may also be considered by the Managing Authority where the cumulative value of applications against an open call exceeds the overall call value, but the ESF Managing Authority then exercises their right to “increase the indicative allocation, or support more or fewer projects subject to the volume and quality of proposals received” as set out in this call specification or in cases where there is only one applicant against this call and that applicant is already delivering the same type of ESF Project in the same LEP Area under the same Investment Priority.

All ESF applicants will need to be aware of the requirement to collect and report data on all participants as per Annex 1 of the ESF regulation (see Appendix A). This will in addition to the requirement to report on the output and result indicators referred to in section 3 of the call for proposal.

## **1.1 National Context**

This priority axis aims to increase participation in the labour market and thereby improve social inclusion and mobility. The Operational Programme identifies the need to address high levels of youth unemployment in specific areas of England this will be delivered through the following Investment priority:

**Investment priority 1.2** Sustainable integration into the labour market of young people (ESF), in particular those not in employment, education or training, including young people at risk of social exclusion and young people from marginalised communities, including through the implementation of the Youth Guarantee

ESF will not fund activity that duplicates or cuts across national policy on grants and loans for tuition for skills activities. Exemptions to this principle will be considered only where a local specific need and/or market failure has been demonstrated and where the activity falls within the scope of the Operational Programme.

Full details of what can and cannot be supported under this Investment Priority are set out in the Operational Programme. Details of the specific objectives have been reproduced below.

<b>Specific Objective</b>	<b>Results that the Member States seek to achieve with Union support</b>
To support the rise in the participation age by providing additional traineeship and apprenticeship opportunities	The additional support from this investment priority will help more young people enter traineeships and apprenticeships (in areas that do not qualify for the Youth Employment Initiative up to 2018) It will improve the quality of what is offered to individuals by improving recruitment and assessment and engagement with employers. By helping more young participants aged 15 to 24, male and female, who were NEET or at risk of NEET, to take up traineeships or apprenticeships, we will improve movements into work.
To engage marginalised 15-18 year olds and support them to re-engage with education or training	The additional support from this investment priority will help to find and engage young people who are disconnected from mainstream activity in areas that do not qualify for the Youth Employment Initiative. Participants could, for example, be members of gangs, care leavers, young lone parents, ex-offenders or young people with learning difficulties. They are likely to require more intensive and tailored interventions. The main result that will be achieved is that more participants will be engaged with education or training on leaving, and this will be measured by the result target.
To address the basic skills needs of young NEETS so that they can	The additional support from this investment priority will help young NEETs (in areas that

<p>compete effectively in the labour market;</p>	<p>do not qualify for the Youth Employment Initiative up to 2018) to acquire the basic skills necessary to enable them to progress into an apprenticeship, traineeship or other employment. The main result that will be achieved is that more participants will have gained basic skills. There is an output target for participants without basic skills and a result target for participants gaining basic skills.</p>
<p>To provide additional work experience and pre-employment training opportunities to unemployed 18-24 year olds</p>	<p>The additional support from this investment priority will help unemployed 18-24 year olds (in areas that do not qualify for the Youth Employment Initiative up to 2018) to transition into training or sustainable employment (or self-employment). The main result that will be achieved is that more participants will enter traineeships, apprenticeships or sustainable employment (including self-employment) on leaving.</p>
<p>To support young lone parents to overcome the barriers they face in participating in the labour market (including childcare).</p>	<p>The additional support from this investment priority will help young lone parents (in areas that do not qualify for the Youth Employment Initiative up to 2018) to move closer to and into sustainable employment (including self-employment). Support will include assistance with childcare when this has not been covered by public provision, such as Universal Credit. It will also help participants to overcome other barriers, such as low basic skills or lack of confidence. The main result that will be achieved is that more participants will move into sustainable employment (including self-employment). There is an output target for the number of lone parents.</p>

## 1.2 Local Development Need

Projects must deliver activity which directly contributes to the objectives of Priority Axis 1, Investment Priority 1.2 of the Operational Programme, and which meets the **local development need** expressed in the text and table below.

## **Local Economic Context**

Leeds City Region is the biggest city region economy in the country, with an annual output of £69.6bn representing 5% of the English total. It hosts 119,000 businesses, 3 million residents and a workforce of 1.4m. Nine Higher Education institutions and 14 Further Education Colleges are based in the City Region, which is home to a student population of around 230,000.

Despite the City Region's undoubted economic strengths and assets, it is not realising its full potential. The decline of heavy industry has left a legacy of pockets of serious deprivation and an economy that is less productive than those in many other parts of the country.

The revised vision for the City Region is to be a globally recognised economy where good growth delivers high levels of prosperity, jobs and quality of life for everyone. This revised vision places a greater emphasis on "good growth", where a radical uplift in growth, productivity and business success goes hand in hand with quality jobs that connect all people and places to opportunity and improved quality of life. Achieving the vision will mean that the Leeds City Region economy becomes stronger, more dynamic and resilient, and will be on course to consistently improve performance compared to national averages and international competitors over time. The original Leeds City Region Strategic Economic Plan (SEP) was agreed in 2014, and has been updated to reflect the new focus on good growth and to account for economic change since the initial publication. The following thematic priorities were set out in the revised SEP:

PRIORITY 1: Growing Businesses

PRIORITY 2: Skilled People, Better Jobs

PRIORITY 3: Clean Energy and Environmental Resilience

PRIORITY 4: Infrastructure for Growth

## **Challenges and opportunities in Leeds City Region**

This Call aims to support young people who are on the trajectory of serious offending in gangs or at risk of getting involved with gangs, by providing intensive support and equipping them with the soft skills required to negotiate healthy relationships and achieve success.

Aligned to the Government's long term plan to tackle serious violence this Call will seek programmes of activity, alongside developing community partnerships, which work with young people at risk of being drawn into crime and violence. It will focus on improving engagement with education and increasing employability, as well as tackling family factors through close work with other support services.

The key target groups of this Call will therefore be those young people as defined below;

- Young people transitioning to adulthood where there are significant risks of offending/reoffending or exposure to negative influences including those
- aged 15-16 years upon joining who are excluded from school, and **vulnerable to becoming involved in gangs and serious youth violence**. This can include participants referred by an Alternative Provision provider because of risk of gang involvement (or because they are already involved in gangs).
- Young People engaged in, or at risk of, engagement in criminal activity, for example involved in group violence or county lines drugs distribution.
- Young People who are on the Police Service gang matrix, and not receiving any diversionary support.
- Young People who are victims of violence, recognising the link between young victims of violence being more likely to become perpetrators of violence
- Support those young people who are;
  - aged 15-24 and at high risk of offending
  - 15-17 year olds at risk of re-offending
  - females aged 15-24 at risk of offending and at greatest risk of crime

Please note this provision cannot support those young people age 18- 24 who are already offenders and at risk of re-offending. The support for this age group has already been commissioned through HMPPS.

Any applicant is therefore also required to ensure they offer **additional and more bespoke and specialist** support this this target group than that already proposed to be delivered through the main ESF NEET programmes in Local Authority areas.

## The Challenge

Gang members have a wider and more complex set of needs to address in comparison to other offenders, let alone the general population. The risk factors are complex and overlapping with violence and vulnerability and include drug use, anger and aggression management, low academic ability, learning disability, and local neighbourhood environment. Research into gangs indicates that the family have a strong role to play, for example where a relative or sibling is involved in gangs or criminal activity, highlighting the fact that in many cases the family act as a significant risk factor. There is a growing concern about young people being drawn into gangs for drug distribution (sometimes referred to as county lines).

The number of permanent exclusions from state-funded schools has grown steadily in recent years. The latest figures indicate that there were more than 200 in the City Region in 2017/18, when North Yorkshire is not included, rising to more than 300 when the whole of North Yorkshire is included (figures are not available for the constituent districts of North Yorkshire).

The level of fixed period exclusions is considerably higher at almost 20,000 (not including figures for North Yorkshire). Aside from a slight decline in 2017/18 this indicator also seems to be following an upward trend.

## Number of permanent exclusions by local authority; state-funded primary, secondary and special schools



	2014/15	2015/16	2016/17	2017/18
Bradford	10	15	38	25
Calderdale	30	29	38	43
Kirklees	30	46	30	72
Leeds	30	26	8	6
North Yorkshire	50	66	85	96
Wakefield	50	63	71	67
York	x	x	x	5
Total (excl. North Yorks)	150	179	185	213

Source: School Census

### Number of fixed period exclusions by local authority; state-funded primary, secondary and special schools

	2014/15	2015/16	2016/17	2017/18
Bradford	2,950	2,807	3,504	4,718
Calderdale	1,060	1,444	1,798	1,326
Kirklees	2,970	3,432	3,744	4,001
Leeds	5,580	6,268	7,436	5,200
North Yorkshire	3,050	3,279	4,642	5,944
Wakefield	3,170	3,237	4,575	4,546
York	760	781	818	915
Total (excl. North Yorks)	15,730	17,188	21,057	19,791

Source: School Census

### Looked after Children

In the year ending 31 March 2018 there were more than 1,100 children in the City Region who ceased to be looked after, excluding those who were adopted. This does not include North Yorkshire, where there were a further 180 who ceased to be looked after.

Figures relating to the activity of care leavers from the City Region (excluding North Yorkshire) who were aged 19, 20 and 21 as of March 2018, show that 40% of this group were not in education, employment or training at that time (source: Department for Education: Children looked after in England including adoption: 2017 to 2018).

### Knife Crime

There were more than 2,600 recorded offences involving a knife or sharp instrument in West Yorkshire in 2018/19 and 300 in North Yorkshire. Both areas have seen pronounced growth in these offences in recent years.

Between 2013/14 and 2018/19 the number of offences grew by 133% in West Yorkshire and by 114% in North Yorkshire.

### Trend in police recorded offences involving knives or sharp instruments by force area

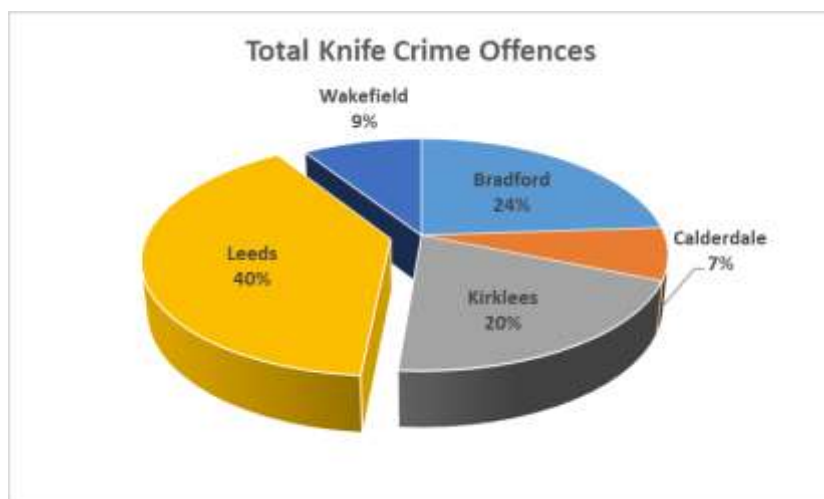
	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
North Yorkshire	140	174	217	214	229	300

West Yorkshire	1,146	1,233	1,500	1,930	2,469	2,674
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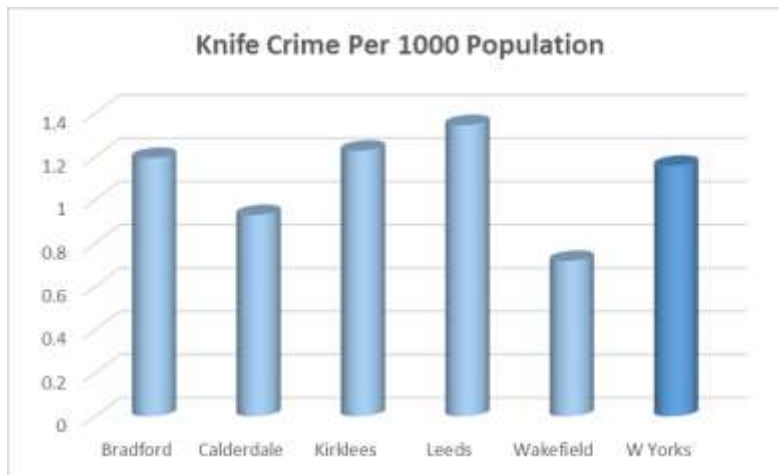
Source: Office for National Statistics; Police recorded offences involving knives or sharp instruments:  
Open Data Tables

Period April 2018 to March 2019 West Yorkshire knife crime offences – Leeds  
District accounted for 40% of these offences

Total Knife Crime Offences						
District	Assault with injury	Robbery	Serious sexual offence	Serious violent crime	Threats to Kill	Grand Total
BD	179	202	13	114	131	639
CD	52	50	11	42	40	195
KD	104	200	3	134	96	537
LD	191	454	15	212	185	1057
WD	69	59	5	57	55	245
Grand Total	595	965	47	559	507	2673



Leeds also has the highest number per 1000 population.



In comparison with other areas, West Yorkshire has a high number of Robbery offences where a knife is used.

This can be seen in the table below, but this is also the area where there are the most victims under 25 and the most suspects under 25 for all of the crime types and is the only category where the under 25's number more than the over 25's.

Victim Data	Under 25	Over 25	NK	Grand Total
Assault with injury	235	347	13	595
Robbery	463	446	56	965
Serious sexual offer	25	22		47
Serious violent crim	213	331	15	559
Threats to Kill	152	336	19	507
Grand Total	1088	1482	103	2673
Offenders	Under 25	Over 25	NK	Grand Total
Assault with injury	22	48	525	595
Robbery	80	34	851	965
Serious sexual offence		1	46	47
Serious violent crim	50	44	465	559
Threats to Kill	23	57	427	507
Grand Total	175	184	2314	2673

The offence of Robbery using a knife is a particular problem for Leeds with 47% taking place in Leeds. When looking at the top 10 ward areas in West Yorkshire where these robberies take place, 7 of them are in the Leeds area.

District	Ward	Total
LD	LITTLE LONDON AND WOODHOUSE WARD B	48
LD	GIPTON AND HAREHILLS WARD	40
LD	BEESTON AND HOLBECK WARD A	38
LD	BURMANTOFTS AND RICHMOND HILL WARD	37
KD	NEWSOME	33
LD	LITTLE LONDON AND WOODHOUSE WARD A	31
BD	Inner City Ward A	26
LD	HUNSLET AND RIVERSIDE WARD A	24
LD	HEADINGLEY AND HYDE PARK WARD	23
KD	DEWSBURY WEST	17

The main types of offence involving knives are assault, robbery and threats to kill. Assaults with a knife are particularly prevalent in North Yorkshire, accounting for three-quarters of all knife-related offences, whereas in West Yorkshire knife-related offences are more evenly split between assault and robbery.

#### Police recorded offences involving knives or sharp instruments by type of offence and force area, 2018/19

Offence description	North Yorkshire	West Yorkshire
Assault with injury and assault with intent to cause serious harm	229	1,142
Attempted murder	1	6
Homicide	0	10
Rape	3	30
Robbery	49	965
Sexual assault	1	16
Threats to kill	17	505
<b>Total</b>	<b>300</b>	<b>2,674</b>

Source: Office for National Statistics; Police recorded offences involving knives or sharp instruments: Open Data Tables

In addition, research shows there is a lot of sexual violence and exploitation happening in gangs, but this doesn't just happen in gangs. It happens between other groups of young people – and adults - as well. Whilst there are lots of different types of sexual violence and exploitation (SVE) it is mostly young women who experience SVE but young men can experience it too often for those at risk, dependent on their role or status in the gang.

More than four in ten teenage schoolgirls aged between 13 and 17 in England have experienced sexual coercion, including rape (University of Bristol and University of Central Lancashire, 2015).

Recorded cases of children committing sexual offences against other children has risen by 78% in England and Wales between 2013 and 2016 (Barnardo's, 2017).

Peer-on-peer abuse features physical, sexual and emotional abuse between young people, and may occur within their friendship groups or intimate relationships” (Firmin and Curtis, 2015)

Tackling serious crime and violence will require a cross partnership approach, and early intervention will be a vital component of this Call to protect young people from being groomed by gangs and drawn in to crime. This Call will therefore address the need to provide interventions which will prevent them from offending in the first place. It will be critical that any approach taken also supports the public health agenda.

The West Yorkshire Police Reoffending Strategy 2019-2021 notes that engagement in positive activities is seen as key. There is a significant need for additional provision to support young people at risk of involvement in gangs. One of the strengths of this Call is its recognition that the significant barriers Participants must overcome take time and are complex. These may include multiple adverse childhood experiences, trauma, learning disabilities, mental health issues, coming from chaotic home environments where worklessness is entrenched. Many will have a complex combination of these and other vulnerabilities. Given the Participant needs it is crucial that support is provided by a skilled, consistent, credible and trusted source.

#### Local Priorities

Projects must deliver activity which directly contributes to the objectives of Priority Axis 1, Investment Priority 1.2 of the Operational Programme, and which meets the local development need expressed in the text and table below.

Interventions must be flexible and responsive to address individual needs. Interventions should aim to;

- reduce gang involvement for Participants and correlating offending rates in areas with the highest level of gang activity.
- reduce gang involvement for Participants and correlating offending rates in areas with the highest level of gang activity.
- support Participants to gain an understanding of employment and the world of work through embedded employability skills support.

In order to do this, interventions should include some or all of the following;

- **Identifying Participants** - Work with partners to identify the Participants with the support of relevant local partners. A partnership approach to identifying Participants in conjunction with other district partners (such as the Youth Offending Teams (YOTs), police, schools etc.) is essential.
- **Individually led support** - Owing to their complex needs and often chaotic lifestyles when these Participants are referred to additional support programmes they are likely to find it harder to engage and maintain engagement than other Participants. Support offered by the ESF Provider should therefore be developed specifically with the challenges of these Participants in mind, and recognising Participants vulnerabilities, for example;

- by providing transport to facilitate attendance at sessions, or, taking account of postcode issues that make Participants' feel that they cannot attend particular locations.
- develop bespoke training plans for all Participants via face-to-face assessment to establish their civic, education and career-related aspirations, capabilities and learning needs.
- **Interventions** – Prioritise early intervention work around the issue of gangs and the carrying of weapons focusing on early intervention and diversion schemes for some offender cohorts where this has been shown to be an effective alternative to short sentences. Interventions should include a collaborative approach testing out innovative solutions, including a focus on employability training and employer engagement and work placements.
- Point of crisis interventions should also be considered e.g. A & E and Trauma ward engagement and support.
- **Partnership work** - Work should be undertaken to identify gaps in service provision. | The successful provider should support the development and delivery of a knife crime strategy led by West Yorkshire Police as well as the West Yorkshire's Reducing Reoffending Strategy 2019- 2021 by working with community and partner agencies to reduce knife related offending. The successful provider should work directly with the existing HMPPS ESF provider – to avoid duplication and as a potential referral route.
- **Review transitions to adulthood** - and how this can be supported through Integrated Offender Management (IOM) across the City Region, especially across West Yorkshire where rates are higher. The successful provider should work closely with the troubled families programme, criminal justice and third sector partners to support the reduction of intergenerational crime.
- **Sponsor support** – where possible and where seen as beneficial having sponsors support Participants should be considered. Sponsors could act as an advocate for the Participant, assessing and supporting their needs, particularly with a view to identifying opportunities to improve their engagement with education, wider opportunities and their job readiness. The Sponsor would provide a consistent and reliable presence in the Participant's life, facilitating their attendance at positive activities and referring where necessary to other partners (e.g. mental health teams, anger management courses, leisure interests). The sponsor could conduct regular assessments of need with the Participant and liaise with other partner agencies to fully understand and complement any support the Participant is already receiving. In addition to deciding which elements of the programme are most suited to the Participant they could co- ordinate the work of partners, ensuring that partners are kept updated on progress and carried out actions.
- **Mentoring** - where possible and where seen as beneficial having mentors support Participants should be considered (unless they already have this support

in place) and could provide a combination of developmental/ relational and prescriptive/ instrumental acting as a pastoral listening 'critical friend' role. The aim is for the mentor and mentee to develop a relationship built on trust and agree clear developmental goals. The mentor might come from a similar background to those they mentor. The key element is that the mentors are a positive influence and represent a positive role model to the young person. Provision of mentoring, facilitating engagement in positive activities in and out of school, holistic learning sessions on relationships, mental health, parenting, financial literacy etc.

- **Identify risk factors** including mental health issues, physical or mental disability, or special education needs which may make them more vulnerable to exploitation by gangs.
- **On programme activity and Wrap around support** -, for example: healthy relationships and consent, enterprise, financial literacy, supporting young parents to nurture and develop good attachment, the Law, particularly in relation to drugs, drug trafficking (county lines), joint enterprise, sexual offences and drugs.
- **Mental health support** – support liaison and diversion services to deliver effective responses to mental health needs recognising the evidence-based link between mental illness, crime (especially gang-related crime), and not being in EET, the Project should offer cognitive and behavioral support that would tackle mental health related issues, Post-Traumatic Stress Disorder (PTSD), the impact of bereavement, and drug and alcohol dependencies.
- **Incentives**- Young people are motivated by a range of factors but can face a wide array of barriers, both practical and attitudinal, to taking part. The ESF Provider should develop effective incentives to maintain motivation and engage Participants in the choice, design and delivery of topics. Activities outside of the young person's community is key, as many of the Participants have had limited experiences outside of their immediate area. It could also serve as an incentive to promote engagement and improvements in behavior.
- **Sustaining Engagement of Participants** - Meeting individual needs in conjunction with other interventions and ensuring appropriate destinations are identified is a critical success factor. A diverse range of options should be made available to ensure that Participants' needs are fully met and there is coordination across services to support them. In addition, recognising the vulnerabilities of the target group it is important that ESF Providers give due consideration to how Participants ongoing engagement will be secured. Where a Participant is on an order this could be utilised to require attendance, but the intention is to intervene before Participants get to that stage.

- **Marketing/branding** is key. As well as considering how they describe activities for the young people the ESF Provider should give short, medium and long-term rewards to keep Participants focused and promote their engagement.

The Project will be underpinned by strategic partnerships. ESF Providers will be required to establish links with local stakeholders, have an understanding of their needs, and develop strong connections with them. It will be of particular importance to work in partnership with the AP organisations/PRUs and other local services including the Youth Offending Team/Service (YOT/S), mainstream education providers, as well as engage with local provision, for example, youth/ NEET programmes.

ESF Providers will need to establish protocols with statutory and voluntary organisations on safeguarding mechanisms, assessment of risk, and information sharing.

### **Additional requirements:**

Successful providers should:

- Demonstrate a strong track record of working with the target group(s), understanding their needs
- Demonstrate strong knowledge of the issues related to knife and gang crime across the Leeds City Region and the local issues in each local authority district area.
- Collaboration with other providers already working with the target group to add value and not duplicate provision.
- Ensure the programme maximises mainstream provision and provides by working in partnership with other new and/or existing providers.
- Demonstrate excellent partnerships and referral mechanisms with other skills, training and specialist providers.
- Work in conjunction with other LEP and ESIF ESF programmes and activity to reduce the number of repeat approaches to participants and businesses.

### **Alignment:**

All activities must complement and avoid duplication with other provision, thereby adding value. Successful candidates will be required to ensure that ESF provision will clearly add value and not duplicate any provision that can be arranged locally through existing mainstream institutions.

As part of avoiding duplication - as well as to create a more balanced, integrated and less confusing provision to end users, avoiding proliferation in the market place - all projects funded through this Call would be expected to explicitly undertake to working collaboratively with other local providers to minimise fragmentation in delivery and identify the best overall solution for participants.

### **Consortium/Partnership Applications:**

Applications are encouraged from consortia or other similar types of partnership arrangements. In each such case the application must be submitted by a lead organisation on behalf of the partnership/consortia and the lead applicant must have



the financial capacity to meet the required Due Diligence criteria and, if ESF funding is awarded, this organisation will then become the lead Grant Recipient accountable for delivery of the overall ESF Project.

Details of the local ESIF Strategy can be found at: <http://www.the-lep.com/LEP/media/New/ESIF%20docs/Leeds-City-Region-ESIF-FINAL.pdf>

### 1.3 Scope of activity

This call invites Full Applications which support the delivery of Priority Axis 1, **Investment Priority 1.2 Sustainable Integration of Young People into the Labour Market** of the European Social Fund Operational Programme and responds to the local development need set out in the Leeds City Region Local Enterprise Partnership Area European Structural and Investment Funds Strategy.

This call aims to address the identified shortfalls listed in section 1.2 Local Development Need above.

## 2. Call Requirements

All applications are competitive

<b>Indicative Fund Allocation:</b>	<p>Indicatively, through this call the Managing Authority expects to allocate approximately <b>£4,000,000 ESF</b>.</p> <p>The Managing Authority reserves the right to decrease or increase the indicative allocation, or support more or fewer projects subject to the volume and quality of proposals received.</p>
<b>Minimum application level</b>	<p>European Social Fund investment is intended to make a significant impact on local growth. Applications are expected to demonstrate appropriate scale and impact.</p> <p>The Managing Authority does not intend to allocate less than <b>£1,000,000 of ESF to any single project</b>.</p> <p>Applications requesting an ESF amount below the 'Minimum Application Level' will be rejected.</p>
<b>Duration of project approvals</b>	<p>Projects must be completed no later than 3 years and 6 months after the proposed project start date; however, the Managing Authority reserves the right to vary the maximum duration in exceptional circumstances.</p>

	<p>All ESF Projects must be completed by 31<sup>st</sup> December 2023. Project costs cannot be incurred beyond this date.</p> <p>NOTE: Delivery of activities and associated costs can be incurred up to and including 31<sup>st</sup> December 2023, with the full and final claim expected no later than February 2024.</p>
<b>Geographical Scope</b>	All interventions should be focused on activity and beneficiaries within the Leeds City Region Local Enterprise Partnership area.
<b>Specific call requirements</b>	This is a call for ESF activity.
<b>Call Deadlines</b>	<p>For this specific call, applications will be appraised following closure of the call. Applications submitted to the Managing Authority via the ECLAIMS IT system after midnight on the published call close date will not be considered.</p> <p><b>If you encounter any technical difficulties completing or submitting your Full Application via ECLAIMS, please send an email to <a href="mailto:E.CLAIMSSUPPORT@DWP.GOV.UK">E.CLAIMSSUPPORT@DWP.GOV.UK</a> .</b></p> <p><b>Technical support is available Monday to Friday, from 8am to 6pm.</b></p> <p>It is your responsibility to submit your application in good time to allow time to resolve any technical issues. Except in the unlikely event that there is a general failure of the system in the final hours, we will not normally extend the deadline for technical issues.</p> <p><b>If you do not already have ECLAIMS access, to avoid any unnecessary delays in submission of your Full Application, it is recommended that you submit new ECLAIMS access requests as early in the application process as possible by sending an email to <a href="mailto:E.CLAIMSSUPPORT@DWP.GOV.UK">E.CLAIMSSUPPORT@DWP.GOV.UK</a> .</b></p> <p>The Managing Authority reserves the right to reject applications which are incomplete or not submitted in a timely and compliant way.</p>
<b>Application selection</b>	All applications will usually be scored in line with the ESF scoring criteria, but the MA reserve the right to offer ESF funding where a project complements other activity

	<p>or provides niche activity to target groups within the ESF Operational Programme.</p> <p>However, the Managing Authority reserves the right to assess applications from existing Grant Recipients via the Project Change Request route where appropriate, as set out in the 'Call Context' section of this specification.</p>
<b>Applicant proposals</b>	These can only contain activities which are eligible for ESF.
<b>Eligible match funding</b>	Applicants will need to have eligible match funding for the balance of costs, which must be from a source other than the European Union. The applicant will need to provide information to demonstrate that the operation is likely to have the required level of match funding in place at the point of formal approval.
<b>Procurement</b>	All procurement must be undertaken in line with EU regulations.
<b>State Aid law</b>	Applicants must demonstrate compliance with State Aid law.
<b>Audit/ Compliance</b>	All expenditure and activities will be subject to rigorous audit and non-compliance may lead to financial penalty.
<b>Calls listing multiple activity</b>	The applicant is required to list each activity they plan to deliver, supported by a clear breakdown of costs. Expected outputs and results per activity should be provided.

ESF cannot be used to duplicate existing activities or activities that do not address market failure. ESF can only be used to achieve additional activity or bring forward activity more quickly. Applicants must be able to demonstrate that proposals are additional to activity that would have occurred anyway or enables activity to be brought forward and delivered more quickly than otherwise would be the case in response to opportunity or demand.

### 3. Deliverables required under this Call:

Applications will be expected to achieve the minimum indicative level of Programme Deliverables by contributing to the following Investment Priority. The definitions of which can be accessed at the [ESF Operational Programme](#).

<b>Investment Priority</b>	<b>1.2 Sustainable Integration Of Young People Into The Labour Market</b>
<b>Specific Objectives</b>	Sustainable integration into the labour market of young people (ESF), in particular those not in employment, education or training, including young people at risk of social exclusion and young people from marginalised communities, including through the implementation of the Youth Guarantee.
<b>Indicative Actions</b>	<p>ESF will not support activities that duplicate or replace existing support within national programmes, but may be used to support additional activities or target groups, including provision co-designed with local partners.</p> <p>Examples of actions for all young people who are NEET or at risk of becoming NEET include:</p> <ul style="list-style-type: none"> <li>• literacy, numeracy, ICT and employability provision to ensure that individuals have the basic skills needed in all jobs and to help them prepare for apprenticeships and progress through other routes to gaining higher skills;</li> <li>• support which complements other skills provision, such as crosscutting and 21<sup>st</sup> century skills, including team working, effective communication, problem solving, critical thinking and self-direction;</li> <li>• training and vocational qualifications to equip young people for specific jobs;</li> <li>• support for young women to enter non-traditional sectors (e.g. construction) which addresses barriers to entry e.g. to apply for apprenticeships;</li> <li>• community and informal learning to engage young people who have struggled at school and encourage them to access more formal learning;</li> <li>• intermediate labour market activity to provide a structured and supportive environment where young people can gain work experience;</li> <li>• using self-employment as a route out of worklessness, including providing advice and support for self-employment.</li> </ul>

## Results Table –

**NOTE:** When recording your quarterly profile figures for each Results in ECLAIMS, please ensure you select the Result with the correct, relevant Category of Region suffix i.e. L = Less Developed, T = Transition, MD = More Developed.

ID	Result Indicator	Minimum Target value for this call
R3	Participants gaining basic skills	4% (applies to all Categories of Region)
R5	Participants (below 25 years of age) in employment, including self-employment, or education/ training upon leaving	43% More Developed
ESF-CR06	Participants in employment, including self-employment, 6 months after leaving	34% More Developed

## Outputs table –

**NOTE:** When recording your quarterly profile figures for each Output in ECLAIMS, please ensure you select the Output with the correct, relevant Category of Region suffix i.e. L = Less Developed, T = Transition, MD = More Developed

ID	Output Indicator	Total Minimum target value for this call
O2	Participants	3334
O2	Participants (Male)	2500
O2	Participants (Female)	834
ESF –CO01	Unemployed, including long-term unemployed	2132
ESF – CO03	Inactive	1202
O5	Participants from ethnic minorities	667
ESF - CO16	Participants with disabilities	167
O6	Participants without basic skills	1334
ESF - CO14	Participants who live in a single adult household with dependent children	500

## Outputs and Results Rationale

Applicants must explain in detail in their Full Application how they have estimated each of the outputs and results for their project, demonstrating clearly how each of the proposed outputs and results directly link to their specific project activities and objectives. The related output and results figures need to be consistent e.g. there should not be more 'Inactive Participant' forecast results than actual Inactive Participants recorded as taking part in the ESF Project in the forecasted output figures.

Applicants must also explain their approach for forecasting each deliverable; including the specific base-lining/research they have undertaken to ensure their projected profiles are realistic and achievable and any assumptions they have made which impact on their forecasts.

Where an applicant is proposing one or more output or result figures below the expected minimum target value for this call, an explanation must also be provided by the applicant in their Full Application.

ESF Outputs and Results Indicator Definitions Guidance is available on GOV.UK [here](#).

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 quantitative and qualitative performance across the Leeds City Region LEP area. All operations will be required to collect data and report progress against the deliverables with each claim. Where an operation underperforms against their deliverables they may be subject to a performance penalty.

There must be a fully evidenced audit trail for all contracted deliverables.

## 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 pages.

### 4.1 Compliance and 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.

European Structural Investment Funds (ESIF) are governed by European regulations and national rules. Applicants are advised to familiarise themselves with the relevant documentation listed in the 'Document Checklist' (Section 8 of this call specification prior to completing and submitting their Full Application in the ECLAIMS IT system. 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**

ESF is funding used where no other funding can be obtained (the funder of last resort) and the maximum ESF intervention rate for the operation is 50%. (depending on category of region This means ESF can contribute up to 50% of the total eligible project costs, subject to State Aid regulations. The remaining 50% or more must come from other eligible sources. For all full applications, the applicant will need to provide information to demonstrate that the operation is likely to have the required level of match funding in place at the point of formal approval.

ESF is not paid in advance and expenditure must be defrayed prior to the submission of any claims. Applicants may be asked to demonstrate how they are able to cash flow the operation.

## **4.3 Applicants**

Applicants must be legally constituted at the point of signing a Funding Agreement, 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 contract for ESF and therefore carries the liability for ensuring that the terms of the ESF Funding Agreement are met by them and to all delivery partners. If there is more than one organisation applying for the funds, a lead organisation must be selected to become the Applicant. It is this organisation that carries the responsibility and liability for carrying out a compliant project.

The Managing Authority will consider the Applicant's 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 Managing Authority 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. It is acknowledged that some organisations will be new to ESIF funding and will not have a track record.

## **4.4 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 screens in the ECLAIMS IT system and the related ESF Online Full Application 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](#) and in ESF Action Note 019/18: [New Assessment Scoring Procedures for Equality and Sustainable Development in ESF](#).

## **4.5 State Aid & Revenue Generation**

Applicants are required, in the Full 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.<sup>1</sup> 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 Managing Authority 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

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<sup>1</sup> Article 107(1) of the Treaty on the Functioning of the European Union provides that: "Save as otherwise provided in the Treaties, any aid granted by a Member State or through state resources in any form whatsoever which distorts or threatens to distort competition by favouring certain undertakings or the production of certain goods shall, in so far as it affects trade between Member States, be incompatible with the internal market."



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.

## **4.6 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 will result in claw back of funding.

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 following the Full Application stage.

## **4.7 Procurement**

All costs delivered by the Grant Recipient (the applicant) and/or delivery partners must be delivered on an actual cost basis. Other costs must be procured in line with EU regulations. The most common error identified during audit has been failure to comply with relevant procurement regulations and crucially to maintain a full audit trail to prove that they have complied with the relevant regulation. 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 recommended that applicants seek their own legal advice pertaining to their procurement and requirements to publicise any tendering opportunities.

The Managing Authority is not able to give legal advice on procurement. It is the responsibility of the applicant to ensure the project is compliant in this respect.

## **4.8 Retrospection**

There will be no retrospection for applications made against this call.

For organisations applying for ESF funds through the Single-Stage Application process, the effective date for incurring eligible ESF expenditure will be the day after the relevant open call closing date. Any expenditure incurred by an ESF Direct Bid project prior to this date is ineligible.

However, any expenditure incurred by an ESF applicant, up to and including the date on which an ESF Funding Agreement is fully executed, will be at the applicant's own risk.

## 5. Application Process & Prioritisation Methodology

The ESF application process is a single-stage process – Full Application only. Applicants must fully complete the Full Application information required in the ECLAIMS IT system (section 9 refers).

The ESF Online Full Application guidance for Applicants, is available on the [European Growth Funding](#) website pages – this document includes step-by-step details of how to record your Full Application information in the ECLAIMS IT system, as well as guidance on the depth and content expectations.

Following the call closing date, applications will usually first be subject to a Gateway Assessment undertaken by the Managing Authority under the following criteria:

- Applicant eligibility;
- Activity and expenditure eligibility; and
- The fit with the ESF 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 and control;
- Deliverability;
- Procurement / tendering; and
- State Aid compliance.

The Managing Authority will seek advice from partners when considering applications to ensure its appraisal is informed by local economic growth conditions and opportunities within the context of Operational Programmes and the local ESIF Strategy. This will include the relevant LEP Area ESIF Committee and other partners deemed relevant to the application.

The appraisal and any prioritisation will be undertaken using only the information supplied as part of the application process. The Managing Authority cannot accept further detail outside this process.

However, the Managing Authority reserves the right to assess applications from existing Grant Recipients via the Project Change Request route where appropriate, as set out in the 'Call Context' section of this specification.

Non-public sector Applicants may be subject to due financial diligence checks. Applicants will be required to submit accounts, and to clarify financial or other organisational information. New Applicant organisations may be required to provide details of a guarantor.

If, following the appraisal process, an applicant is not satisfied with the ESF funding decision for their project, they can submit an appeal in writing to the ESF Managing Authority.

## 6. Technical Support

All Full Applications for this call **must** be completed and submitted using only the ECLAIMS IT system. Applications submitted via any other method will not be accepted.

If you encounter any technical difficulties completing or submitting your Full Application via the ECLAIMS IT system, please send an email to:

[E.CLAIMSSUPPORT@DWP.GOV.UK](mailto:E.CLAIMSSUPPORT@DWP.GOV.UK)

**It is your responsibility to submit your application in good time to allow time to resolve any technical issues. Except in the unlikely event that there is a general failure of the system in the final hours, we will not normally extend the deadline for technical issues.**

**Technical support is available Monday to Friday, from 8am to 6pm.**

Please retain evidence of your request(s) for any Technical Support, in case there are any issues arising around this element of the application process which may need further investigation.

Please also note that as this is a competitive call and to preserve impartiality, other than providing Technical Support, we are unable to enter into correspondence with applicants over their Full Application prior to the call closing date. Details of where guidance can be found are contained throughout this calls document.

## 7. Key Reference Documents

When developing your Full Application, it is recommended that you refer to the following documents as a minimum:

- ESF Online Full Application Guidance;
- Local Enterprise Partnership area's ESIF strategy;
- National ESF Eligibility Rules;
- ESF Programme Guidance.

## 8. Full Application – Supporting Document Checklist

The appraisal will be undertaken on the basis of the Full Application information submitted by the applicant using the ECLAIMS IT system, together with any supporting documents uploaded into ECLAIMS IT system by the applicant at the point of closure of the call.

As a minimum, applicants should upload the following documentation into the ECLAIMS IT system alongside completion of the required Full Application screens/fields in ECLAIMS.

Failure to upload the requested documentation could result in the application being rejected.

The ESF Online Full Application Guidance explains how documents should be uploaded into ECLAIMS and Annex B of the same guidance explains the naming conventions to be used for each document.

### **Mandatory Supporting Documents**

1. A **visual, high level customer journey** document e.g. flow chart;
2. **Confirmation of match funding** from each funder. Match-funding should be confirmed (with the exception of SME contributions) prior to the issuing of any Funding Agreement;
3. **Detailed Granular Budget breakdown** (All costs must be itemised, eligible, appropriate for the project and profiled across the project period. The granular budget should also include all hourly rate figures, per job role, for staff working part-time or part of their time on the ESF Project – calculated using the 1720 hour rate calculation set out in the [ESF Programme Guidance](#) on GOV.UK. This includes match-funded staff roles);
4. **Equality & Diversity Policy and Implementation Plan** this can be a single, combined document or 2 separate documents. (Applicant is responsible for ensuring that Delivery partners also hold relevant policies);
5. **Sustainability Policy and Implementation Plan** this can be a single, combined document or 2 separate documents. (Applicant is responsible for ensuring that Delivery partners also hold relevant policies);
6. **Job Descriptions** at least 1 per lead applicant and 1 per each Delivery Partner;
7. **Organogram** covering all staff, including any delivery partner and/or match-funded staff posts;
8. **Sample HR letter** as per the requirements set out in the [ESF National Eligibility Rules](#) on GOV.UK;
9. **Project level risk register** (this should cover areas such as financial risk, output risks, delivery risks etc. please ensure that the register covers how these risks will be managed and mitigated);
10. **Anti-Fraud Statement** (a statement on how you will deal with suspected fraud in your organisation and if appropriate, with your sub-contractors).

### **Optional Supporting Documents**

11. **Recruitment Policy** this can be a single, combined document or 2 separate documents. (Applicant is responsible for ensuring that Delivery partners also hold relevant policies);
12. **Sample Timesheet** applicable if you or your Delivery Partners have members of staff working part of their time on your ESF Project;
13. **Procurement policy** applicable if your ESF project is expecting to incur procurement costs from existing or future procurements and you are **not** intending to use the 40% Flat Rate Indirect Cost option;

- 14. Retention Policy** this can be a single, combined document or 2 separate documents. (Applicant is responsible for ensuring that Delivery partners also hold relevant policies);
- 15. Draft SLA with Delivery Partners** applicable if your ESF Project will have one or more Delivery Partners;
- 16. Independent state aid advice** applicable only if you have obtained independent advice to support your quoted ESF project State Aid position;
- 17. Proof of Irrecoverable VAT** applicable only if you have Irrecoverable VAT which is relevant to your ESF Project
- 18. Due Diligence Financial Information** applicable if your organisation is a private or voluntary and community sector organisation or a Further Education College, you must upload:
- Financial accounts for the most recent 3 years;
  - Proof of existence - Certificate of Incorporation, Charities Registration, VAT Registration Certificate or alternate form of incorporation documentation;
  - Proof of trading - Financial Accounts/Statements for the most recent two years of trading including, as a minimum, Profit and Loss Account and Balance Sheets;
  - Completed FVRA Applicant Template (for applications requesting annualised funding of greater than £1m).

**NOTE:** The ECLAIMS IT system can accept most standard Office file formats such as MS Word documents and excel documents in the format xlsx.

However, documents which contain macros cannot be uploaded into the ECLAIMS IT system.

In addition, the ECLAIMS IT system cannot accept tables, graphics or other visuals in the narrative fields within the Full Application screens. If you wish to include this type of information as part of your Full Application, you will need to upload this information as part of a supporting document.

## 9. Full Application Submission

Completed Full Applications must be submitted to the ESF Managing Authority via the ECLAIMS IT system.

Although the ECLAIMS IT system is designed to be intuitive, it is strongly recommended that you closely follow the steps in the ESF Online Full Application Guidance, published on GOV.UK to give the best chance of you submitting a fully completed, compliant Full Application.

The Managing Authority reserves the right to reject applications which are incomplete or not submitted in a timely and compliant way.

## 10. Accessing ECLAIMS

If you do not already have access to the ECLAIMS IT system, please send an email to [E.CLAIMSSUPPORT@DWP.GOV.UK](mailto:E.CLAIMSSUPPORT@DWP.GOV.UK) as soon as possible.

You should complete a form for **each** individual person in your organisation who will be responsible for completing and/or submitting your Full Application.

Each new ECLAIMS user will then receive an email from an organisation called Datamart – this will contain their unique log-in details. The user will need to follow the instructions within the email to change their password in the first instance. They will then be able to access and use the ECLAIMS IT system.

**NOTE:** To avoid any unnecessary delays in submission of your Full Application, it is recommended that you submit new ECLAIMS IT system access requests as early in the application process as possible.

The ECLAIMS IT system is a web based application available through the following link. It is recommended that you use the Chrome browser to access the ECLAIMS IT system, or if this isn't available, Firefox.

<https://ECLAIMS.communities.gov.uk/esif-web/>

## 11. Timescales

Launch of Call advertised on GOV.UK	21 October 2019
Deadline for submission of Full Application via the ECLAIMS IT System	Midnight 10 February 2020

For this call applications will normally be required to **commence delivery/activity within three months** of the award of contract.

Any changes related to the deadline for the submission of the Full Application will be notified on the [European Growth Funding](#) website pages.

## 12. Appendix A – Common output indicators

### Appendix A – 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

Common immediate result indicators for participants are:

inactive participants engaged in job searching upon leaving
participants in education/training upon leaving
participants gaining a qualification upon leaving
participants in employment, including self-employment, upon leaving
disadvantaged participants engaged in job searching, education/ training, gaining a qualification, in employment, including self-employment, upon leaving

Common longer-term result indicators for participants are:

participants in employment, including self-employment, six months after leaving
participants with an improved labour market situation six months after leaving
participants above 54 years of age in employment, including self-employment, six months after leaving
disadvantaged participants in employment, including self-employment, six months after leaving