



Education & Skills
Funding Agency



European Union
European
Social Fund

SPECIFICATION

INVITATION TO TENDER: 30401

COMMUNITY GRANTS

DATE: 2018

SPECIFICATION: Community Grants

DEFINITION OF TERMS

Community Grant: Means a grant funded by the European Social Fund.

Community Grants Award Process: means the process used by the Managing Agent to award grants.

Community Grants Programme: means Managing Agent's programme for delivery of Community Grants over the course of the Contract.

Contract: has the meaning given in the terms and conditions of contract.

Defrayed: the organisation has paid the grants and the monies have left their bank account before claiming from the ESFA.

Development Area: any of a Less Developed Area, a Transition Area and a More Developed Area.

Disadvantaged: individuals who are deprived of the basic necessities of life such as adequate housing, medical care or educational facilities.

Disability: The main national definition is as defined in section 6 of the Equality Act 2010. See link. <https://www.gov.uk/definition-of-disability-under-equality-act-2010>. It refers to a person who: (i) has a physical or mental impairment; and (ii) the impairment has a substantial and long term negative effect on a person's ability to carry out normal day to day activities.

Disabled: means a person with a Disability.

Eligibility Criteria: means the [ESF National Eligibility criteria set out here: Rules](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/626878/ESF_national_eligibility_rules.pdf)https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/626878/ESF_national_eligibility_rules.pdf.

Employed: People are employed if they perform work for pay, profit or family gain. People are self-employed if they work in his/her own business for the purpose of earning a profit, even if they are not making a profit or are just setting up. This also includes individuals on zero hour contracts.

ESF Funding: Funding from the European Social Fund.

ESF Managing Authority: means The Department for Work and Pensions.

Evidence Requirements: means the requirements set out in Funding Rules 2014-2020 ESF Programme ESF Specifications Deliverables Evidence requirements

Funding Rules: The document that sets out the funding and performance-management rules for the European Social Fund (ESF) 2014 to 2020 Programme for contracts operating from 1 April 2019.

Grant Agreement: means the agreement between the Managing Agent and the Recipient Organisation setting out the terms and conditions on which the Community Grant is awarded.

Inactive: Not in employment and not registered as unemployed. Full time students are considered as inactive but not eligible for this provision as they are not available for work.

Individualised Learner Record (ILR): The primary data collection return required from learning providers by the ESFA about further education and work-based learning in England.

Job Seeking: refers to an Unemployed person actively seeking work.

LEP: means the Local Enterprise Partnership for the relevant Lot Area.

Less Developed Area: means a region where GDP per capita is less than 75% of the average of EU-27 countries (http://ec.europa.eu/eurostat/statistics-explained/index.php?title=National_accounts_and_GDP)

Lot Area: the geographical area in which the Services are required to be delivered.

Management Charges: The money paid to the Managing Agent to administer the Community Grants Programme in a particular Lot Area as per the Funding and Deliverables section of the Specification.

Managing Agent: The contractor that delivers the Services defined in this Specification.

More Developed Area: means a region where GDP per capita is above 90% of the average of EU-27 countries (http://ec.europa.eu/eurostat/statistics-explained/index.php?title=National_accounts_and_GDP)

Non-Regulated Activity: those activities that are listed as non-regulated in the Learning Aims Reference Service (LARS) on the Hub:
<https://hub.fasst.org.uk/Learning%20Aims/Pages/default.aspx>

Operational Programme: means the ESF 2014-2020 Operational Programme
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/461596/ESF_Operational_Programme_2014_-_2020_V.01.pdf

Participant: means an eligible individual to whom the Recipient Organisation provides support funded by a Community Grant.

Priority Axis: means Investment **Priority** Each **Priority Axis** of the Operational Programme for **ESF** brings together one or more Investment **Priorities**. The Investment **Priorities** are set out in the European Union Regulations governing **ESF** and set out more specific areas of activity.

Priority Groups: means those groups described in Table A.

Programme Targets: has the meaning given in section 3 of this Specification

RARPA: Recognising and Recording Progress and Achievement for soft outcomes <http://www.learningandwork.org.uk/resource/updated-rarpa-guidance-and-case-studies/>

Recipient Organisation: means an organisation that is awarded a Community Grant.

Regulated Learning: are those activities that are listed as regulated in the Learning Aims Reference Service (LARS) on the Hub:
<https://hub.fasst.org.uk/Learning%20Aims/Pages/default.aspx>.

Service Commencement Date: has the meaning given in the terms and conditions of the Contract .

Services: The design, implementation and administration of the Community Grants Programme in the Lot Area in accordance with this Specification.

Small Organisation: Organisations that employ fewer than 49 full time equivalent staff and have an annual turnover equal to or under EUR 10 million or balance sheet equal to or below EUR 10 million.

Survey: Where applicable, long term sustained outcomes, over 6 months will be monitored separately. Some ESF indicators will be collected by survey by the ESF Managing Authority directly from the participants.

Supplementary Data Return: means the return to claim funding based on information not collected through the Individualised Learner Record (ILR). <https://www.gov.uk/government/publications/sfa-supplementary-data-collection>

Third Sector: The part of an economy or society comprising non-governmental and non-profit making organisations or associations including charities, voluntary and community groups.

Third Sector Organisation: an organisation which operates within the Third Sector.

Total Community Grant Funding: means the total amount of ESF Funding inclusive of the Management Charge available for a particular Lot Area for the lifetime of the Contract.

Transition Area: means a region in which GDP per capita is between 75% and 90% of the average of EU-27 countries (http://ec.europa.eu/eurostat/statistics-explained/index.php?title=National_accounts_and_GDP .)

Unemployed: refers to persons who are without work, available for work and actively seeking work. Persons considered registered unemployed would be included. Where the period of unemployment is greater than 6 months for a person under 25 years old and greater than 12 months for who is 25 years old or older then the persons are classed as long-term Unemployed.

PART 1: SERVICE REQUIREMENTS

1. The Managing Agent shall commence delivery of the Services immediately with effect from the Service Commencement Date

The Community Grants Programme

2. The Managing Agent is required to design, implement and administer a Community Grants Programme which:
 - a) Complies with the Eligibility Criteria in Part 2.
 - b) Supports delivery of the Programme Targets in Part 3.
 - c) Is flexible and responsive to the changing economic and political landscape and takes into consideration that the approach and associated processes may change during the life of this Contract.
 - d) Reflects conditions prevailing in the Lot Area as described in Part 5 with respect to: the current employment market, current and future social and economic indicators including labour market intelligence and local stakeholder needs.
 - e) Is targeted to ensure the active engagement of key stakeholders including Third Sector Organisations.

Management and quality assurance

3. The Managing Agent shall put in place and maintain effective management arrangements throughout the Contract Period. The management arrangements shall include (without limitation) arrangements to ensure that:
 - a. the Services are delivered in accordance with this Contract;
 - b. the Services are delivered to a high quality throughout the Contract Period; and
 - c. effective quality assurance and improvement processes are in place.

4. The Managing Agent shall ensure that the Services are flexible and responsive to the changing economic and political landscape and take into consideration that the approach and associated processes may change during the life of the Contract. The Managing Agent shall make such changes to the Services as may be required by ESFA from time to time to reflect such changes.
5. The Managing Agent shall ensure that Services complement and avoid duplication with similar existing provision, including (but not limited to) services offered to Participants by CFO Co-financing, Department for Work and Pensions, Big Lottery, Mayoral Combined Authority, Education and Skills Funding Agency, local authorities, National Careers Service and the Careers Enterprise Company funded provision.
6. The Managing Agent shall ensure that the Community Grants Programme is designed to reflect local needs and opportunities and is updated from time to time to respond to changes to local needs and opportunities as well as policy changes.
7. The Managing Agent shall put in place and implement a robust policy for managing conflicts of interest. The policy shall (without limitation) include processes:
 - a. for ensuring that any person making a decision in connection with the award of a Community Grant does not have an interest in the Recipient Organisation.
 - b. Carrying out checks you will perform on persons involved in making such decisions.
 - c. for making declarations of interest;

Market intelligence and local knowledge

8. The Managing Agent shall ensure that Community Grants:
 - a. take into account conditions prevailing in the Lot Area as described in Part 5 with respect to the current and future social and economic indicators including labour market intelligence;
 - b. target local skills shortages and gaps within the Lot Area;
 - c. work alongside any existing skills support structures the Lot Area.

Financial management

9. The Managing Agent will manage the funding available to ensure that it only awards Community Grants for projects which meet the Local Service Requirements set out in Part 5 below. Where a Lot Area covers more than one Development Area, Part 5 will contain different requirements for each Development Area within the Lot Area. The Managing Agent must manage the funding for each Grant in accordance with the requirements for the Development Area to which each Grant applies.

10. The Managing Agent shall provide monthly financial reports to the ESFA detailing grants awarded within the Lot Area.

11. The Managing Agent will design and implement a grant payment system which:

- a. Includes an internal audit and reporting arrangements which will protect public funding and prevent the misuse or loss of public funds.
- b. Complies with ESF requirements including internal audit and reporting functions.

12. The Managing Agent shall operate a robust process for managing its cash flow in connection with the payment of Community Grants having regard to the fact that it will be paid in arrears following the achievement of deliverables in accordance with the Funding Rules.

Management information and reporting

13. The Managing Agent will develop and operate a management information system which enables the submission of data to the ESFA via the Individual Learner Record (ILR) and Supplementary Data Returns.

14. The Managing Agent will ensure that all evidence required to support payments is collected and retained in accordance with the Evidence Requirements before it makes a claim for payment from the ESFA. The Managing Agent will provide supporting evidence to ESFA on request.

15. The collection of data and management information will generate eligible payments from the ESFA, support the performance management process, assist Lot Area performance information, and provide further economic intelligence of skills to support future devolution of adult skills provision within the Lot Area.

16. The Managing Agent shall provide ESFA with a monthly report by the 4th working day in each month setting out such performance data as the ESFA may reasonably require including (but not limited to):

- a. pipeline activity; and
- b. progress made against the Community Grants Programme
- c. actions the Managing Agent proposes to undertake if performance has not met the anticipated Community Grant Programme and
- d. current and future employer and partner engagement.

17. The Managing Agent shall provide ESFA with a quarterly report setting out the following information:

- a. Number of applications for Community Grants received
- b. Number and value of Community Grants awarded
- c. Average value of Community Grants awarded

- d. Number of Participants supported through Community Grants
- e. Number of Participants helped into Employment
- f. Number of Participants who have progressed into further learning/education
- g. Qualification levels or modules achieved by Participants as a result further learning/education
- h. Outcomes achieved by the Participants including soft outcomes using RARPA principles
- i. Preparation of case studies of how Community Grants have supported specific priority groups (as shown in Part B of this Specification (Programme Targets) and achieved a positive outcome.

18. The Managing Agent shall, if required by the LEP, but at no additional cost to the ESFA:

- a. work in partnership with the LEP to maximise the impact of the Community Grants Programme.
- b. participate in a local steering group, including by attending regular steering group meetings and provide relevant management information upon request;

19. The Managing Agent must:

- a. Ensure that each Recipient Organisation provides it with return ILR data for each Participant for the activity that is funded through the Grant. This will include all details of regulated and non-regulated learning as well as their destination; and
- b. Provide such data to the ESFA where required in accordance with clause [19].

Performance Management

20. The Managing Agent will have in place performance management arrangements as set out in the Funding Rules.

Community Grant publicity and call for applications

21. The Managing Agent shall:

- a. Develop and deliver an engagement and marketing strategy which:
 - i. reflects the Lot Area specific requirements to encourage applications from appropriate organisations to apply for Community Grants;
 - ii. Utilises partnership working with organisations engaged in similar provision in the Lot Area.
- b. Publicise the availability of Community Grants and make calls for grant applications in line with agreed priorities in the Lot Area.
- c. Develop, implement and administer a grant application process and timetable for Community Grant applications throughout the lifetime of the Contract. Note that this may be a rolling programme

or though specific competitions during the Contract lifetime including:

- i. Specifying what activities will be supported
 - ii. Specifying eligibility and priority groups
 - iii. Setting selection criteria
 - iv. Establishing the grant application scoring criteria
 - v. Setting the timescales
 - vi. Publicising the application process to be followed.
- d. Receive and assess applications for Community Grants using a common set of open and transparent criteria, which meet the specific requirements for the Lot Area set out in Part 5 below.
 - e. Manage volume of applications from the Lot Area.
 - f. Select successful Recipient Organisations, agreeing levels of approved Grant and planned outcomes and issuing Grant Agreement.
 - g. Enter in to agreement Grant Agreement with each Recipient Organisation which sets out the conditions on which the Community Grants are provided and contains as a minimum:
 - i. Payment mechanism
 - ii. Participant Eligibility requirements
 - iii. Evidence Requirements
 - iv. Monitoring arrangements
 - h. Provide support to Recipient Organisations to help them manage ESF funds especially in maintaining records of actual grant expenditure to ensure a full audit trail.
 - i. Ensure the Recipient Organisation keeps financial records such as invoices to support expenditure, bank statements, staff time sheets, job descriptions, expenses payments and is able to fully evidence any claims made in accordance with the Grant Agreement, Funding Rules and Evidence Requirements.
 - j. Monitor performance and delivery by each Recipient Organisation in accordance with their Grant Agreement and report on performance to the ESFA including the impact of delivery in supporting employment outcomes for Participants.
 - k. Ensure that Participants are eligible to access ESF funds as described in Part 2 Eligibility Criteria.
 - l. submit completed ILRs and report the deliverable ST01 Learner Assessment and Plan via the ILR for the academic year in which the activity was delivered as set out in the Specification.
 - m. Claim funding monthly in arrears via Supplementary Data Return. Claims for Management Charges are based on a percentage of the defrayed grant payment and must be supported by evidence as detailed in the ESF Funding Rules and the Evidence Requirements.

Community Grants Award Process

22. The Managing Agent shall design, implement and administer a Community Grants Award Process which shall:

- a. Achieve a proportionate balance between fairness and transparency and administrative efficiency in the use of public monies
- b. Includes a structured series of application rounds which is designed to optimise the benefits to be derived from ESF Funding.
- c. be sufficiently flexible to allow for the making of grant awards in circumstances where there is high demand for funding but low available budget.
- d. Ensure that grants are only awarded to applications, which meet the Eligibility Criteria in Part 2.
- e. Be designed to support delivery of the Programme Targets in Part 3 over the course of the Contract.
- f. Ensure that any successful applications meet the specific requirements for the Lot Area set out in Part 5. Note that whilst the Managing Agent shall have the responsibility for this process, the ESFA expects that representatives of the LEP would sit on any award panel where appropriate.
- g. Take into account the guidance outlined in Annex A (Guidance for Managing Agents in their assessment of bids for Community Grants),
- h. Provide support to unsuccessful Community Grant applicants to enable them to submit a future bid.

23. The Managing Agent shall:

- a. Agree the level of approved Community Grant funding for each Community Grant with the Recipient Organisation.
- b. Issue a Grant Agreement to the Recipient Organisation which sets out the terms and conditions of the Community Grant award.

Support to Recipient Organisations

24. The Managing Agent shall:

- a. Provide support to Recipient Organisations to help them manage ESF Funding especially in maintaining records of actual grant expenditure to ensure a full audit trail.
- b. Ensure that Recipient Organisations keep financial records such as invoices to support expenditure, bank statements, staff time sheets, job descriptions, expense payments in accordance with the Grant Agreement.

Monitoring and reporting

25. The Managing Agent shall

- a. Monitor performance and delivery by Recipient Organisations in accordance with Grant Agreement and report on performance to the ESFA including the impact of delivery in supporting employment outcomes for Participants.
- b. Ensure Participants are eligible to access ESF funds as described in the Operational Programme and to submit completed ILRs.

Programme development

26. The Managing Agent may be required to facilitate on-going programme development activities as directed by the LEP. This may include analysis of current provision, future requirements of a sector, development of delivery network. Further details will be confirmed with the Managing Agent at a tripartite meeting with the ESFA and the LEP to confirm parameters.

PART 2 ELIGIBILITY CRITERIA

27. The Managing Agent shall only award Community Grants to applicants that:
- a. Are Third Sector Organisations or Small Organisations; and
 - b. meet the Eligibility Criteria
28. The Managing Agent shall ensure that Recipient Organisations use Community Grants solely to provide services to Participants. A Participant is a person:
- a. aged 16 years and over who is Unemployed or Inactive; and
 - b. who meets the Eligibility Criteria.

PART 3 PROGRAMME TARGETS

29. In delivering the Services, the Managing Agent shall ensure that over the life of the Contract, the Community Grants Programme will support delivery of the programme targets set out below.

Priority Groups

30. The Managing Agent shall design, implement and administer the Community Grants Programme to ensure that over the life of the Contract it is targeted to benefit Participants within the Priority Groups in the percentages set out in Table A below.

Table A	Less Developed Lot Areas	Transition Lot Areas	More Developed Lot Areas
Participants over 50 years of age	20%	14%	14%
Participants with disabilities	29%	22%	22%
Participants from ethnic minorities	2%	12%	25%
Participants who are Women	49%	36%	36%

Average Unit Cost per Participant

31. The Managing Agent shall design, implement and administer the Community Grants Programme to ensure that over the life of the Contract

the Average Unit Cost per Participant is delivered (see the tables in Part 4 (Funding Model) below).

Conversion Rate Targets

32. The Managing Agent shall use reasonable endeavours to ensure that the design, implementation and administration of the Community Grants Programme over the life of the Contract achieves the Conversion Rates (set out in the tables in Part 4 (Funding Model) for:

- a. Progression to Employment including Self-Employment (PG01); and
- b. Progression to Education or Training on Leaving (PG03)

Part 4. FUNDING MODEL

33. These deliverables will be included in the contract. These deliverables and rates will be paid against this activity subject to the volumes identified in the Lot specific section.

For investment of £500,000 or less with admin at 20%

Description	Unit Cost	Conversion Rate
ST01 Learner Assessment and Plan	0	
CG01 Community Grant Payment	1175.55	
CG02 Community Grant Management Cost 20% of Grant	235.11	
PG01 Progression to Employment including Self Employment	0	17%
PG03 Progression to Education or Training on leaving	0	14%
Average Unit cost per learner	1410.66	

For investment of £500,000 - £1,000,000 with admin at 15%

Description	Unit Cost	Conversion Rate
ST01 Learner Assessment and Plan	0	
CG01 Community Grant Payment	1226.661	
CG02 Community Grant Management Cost 15% of Grant	183.9991	
PG01 Progression to Employment including Self Employment	0	17%
PG03 Progression to Education or Training on leaving	0	14%
Average Unit cost per learner	1410.66	

For investment of over £1,000,000 with admin at 10%

Description	Unit Cost	Conversion Rate
ST01 Learner Assessment and Plan	0	
CG01 Community Grant Payment	1282.418	
CG02 Community Grant Management Cost 10% of Grant	128.2418	
PG01 Progression to Employment including Self Employment	0	17%
PG03 Progression to Education or Training on leaving	0	14%
Average Unit cost per learner	1410.66	

Management Charge

34. The Managing Agent will be paid a Management Charge which is calculated as a percentage of the Total Community Grant Funding available per Lot Area over the lifetime of the Contract As set out in Table C.

Table C

Investment Level	Total Community Grant Funding per Lot Area over Contract lifetime	Maximum Management Charge available
High	£1,000,000 or more	10% of Total Community Grant Funding per Lot Area over the Contract lifetime
Medium	More than £500,000 but less than £1,000,000	15% of Total Community Grant Funding per Lot Area over the Contract lifetime
Low	£500,000 or less	20% of Total Community Grant Funding per Lot Area over the Contract lifetime

The investment level per Lot Area will depend on the level of development of the Lot Area as set out above.

PART 5: LOCAL SERVICE REQUIREMENTS

BLACK COUNTRY – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

The Black Country Local Enterprise Partnership produced a detailed European Structural and Investment Strategy, which details how ESF funds can support

the sub-regions employment, skills and growth ambitions.

(<http://www.blackcountrylep.co.uk/Upload/01/Black%20Country%20EUSIF%20Strategy%20-%20Final%20Submission%20LEP%20Board%20rev.pdf>).

Amongst the many achievements of the sub-region the Black Country ESIF Strategy, drafted concurrently with the Strategic Economic Plan (<http://www.blackcountrylep.co.uk/about-us/plans-for-growth/strategic-economic-plan>) outlines a number of key challenges and constraints to growth including high levels of unemployment, job losses, low skill levels and a substantial skills mismatch between the labour market and the needs of businesses in key sectors.

The current employment rate in the Black Country is 65.1% compared to an England rate of 74.2%. The proportion of Black Country residents with no qualifications is 16.6%. To reach the current national average (7.8%) requires a further upskilling of 83,814 people. 63% of all benefit claims are for ESA and incapacity benefits, including 14% of lone parents. Of a population of 719,700 people, 191,800 are economically inactive. Many neighbourhoods in the Black Country (18.7%) are within the 10% most deprived neighbourhoods in England, with Sandwell, Walsall and Wolverhampton with some of the highest levels of income deprivation.

To ensure the effective engagement of those that are hardest to reach, the Community Grants programme will support existing Black Country voluntary and community organisations to build their capacity to deliver to vulnerable groups.

Local Authorities:

Dudley MBC,
Sandwell MBC
Walsall MBC
City of Wolverhampton

Key Priorities:

The Managing Agent will ensure that:

- The Grant Awards panel membership will include the Black Country LEP with a further member from the relevant Local Authority.
- Take part in the local Steering Group as directed by the LEP.
- The panel draw in expertise and knowledge and manage conflict of interests.

Grants awards will be focused on small not for profit voluntary and community organisations based in the Black Country with a turnover of less than £300,000 to fund projects.

Part 6: Funding and Deliverables

35. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

36. The contract will be for the value of £1,000,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	709	0	£ -
CG01 Community Grant Payment			£ 909,091.00
CG02 Community Grant Management Cost			£ 90,909.00
PG01 Progression Paid Employment (EMP)	120	0	£ -
PG03 Progression Education (EDU)	99	0	£ -
Total of ESF Specification			£ 1,000,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

COAST TO CAPITAL – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

Coast to Capital is perceived to be an affluent area with high employment rates. However, there are areas of relative deprivation that include levels of unemployment and economic inactivity. Sections of the community such as lone parents and the disabled face additional challenges. In certain areas wage levels are low and the employment on offer may be low level, seasonal and insecure. Individuals often face multiple barriers: low and outdated skills, digital exclusion, health issues, and lack of affordable childcare or affordable transport. http://www.coast2capital.org.uk/storage/downloads/esif_strategy_april_2016_refresh-1510238036.pdf - Page 39.

The latest Annual Population Survey (APS) indicated that in the Coast to Capital area, unemployment was slightly higher than that of the South East of England as a whole.

<https://www.nomisweb.co.uk/reports/lmp/lep/1925185539/report.aspx#workless>

According to the Coast to Capital Economic Profile 2017 the unemployment rate in the region stands at 3.9% and figures from the 'Annual Population Survey' show the number of unemployed in the Coast to Capital region is currently standing around 41,300 people (equating to 3.9% of the area), from the period of October 2016 to September 2017. In addition, there are also 64,900 economically inactive people who have identified themselves as wanting a job. http://www.coast2capital.org.uk/storage/downloads/coast_to_capital_economic_profile_2017-1517388688.pdf

There are very significant numbers of households who do not benefit from the job opportunities in the Coast to Capital area. There are wide variations at a local level and between male and female unemployment rates. Bringing those currently out of work back into the labour market across the Coast to Capital area, particularly in Croydon, Brighton and Hove, and the rural areas would further enable the Coast to Capital area to contribute to UK economic growth.

One of the recognised ways to address social mobility is to help unemployed and inactive people to secure employment. Feedback received from live ESF projects suggests that for many people who have been unemployed, or who have a track record of a variety of short-term, part-time working, securing and retaining meaningful employment can be a real challenge. Similarly, for many people a lack of experience in a relevant sector can be a particular barrier to securing employment.

Intensive support is often required for those facing multiple and complex barriers in moving closer towards the labour market. Evidence suggests that when these situations are tackled in a holistic and innovative way and through early intervention, outcomes can be improved. For example, working with young

people to increase their resilience in workless households and when facing other barriers can help break the cycle. Similarly, those in marginalised groups will often need support on a number of fronts in order to help them re-engage.

In Coast to Capital, there are pockets of deprivation, substantial numbers of workless households and youth unemployment is a particular area of concern. Our analysis shows that there is still more to do and further interventions aimed at these target groups are needed to address the market failure in services. These interventions should be designed to provide flexible, multi-agency support to take due account of the complexity and multiplicity of issues which many face.

Whilst it is difficult to accurately predict the impact on employment of the UK leaving the European Union, it is likely that there will be shortages of labour in lower skilled jobs. It is important to ensure that the Coast to Capital area is providing the potential labour market with the skills and aspiration to access these jobs and in time to progress through a career pathway.

Coast to Capital Local Enterprise Partnership's new Strategic Economic Plan (SEP) 2018-30 for the area can be found at <http://www.coast2capital.org.uk>

In addition, proposed activity must fit with the Coast to Capital ESIF strategy which can be found at http://www.coast2capital.org.uk/storage/downloads/esif_strategy-1475574393.pdf

Local Authorities:

There are 17 Local Authorities within the Coast to Capital area made up of county councils, district and borough councils and a national park authority:

- Adur District Council
- Arun District Council
- Brighton & Hove City Council
- Chichester District Council
- Crawley Borough Council
- Croydon Council
- Epsom & Ewell Borough Council
- Horsham District Council
- Lewes District Council
- Mid Sussex District Council
- Mole Valley District Council
- Reigate & Banstead Borough Council
- South Downs National Park
- Surrey County Council
- Tanbridge District Council
- West Sussex County Council
- Worthing Borough Council

Key Priorities:

Geography

The entire LOT Area

The Managing Agent will:

- Ensure the Grant Awards panel membership includes the LEP and/or relevant Local Authority representative.
- Take part in the local Steering Group as directed by the Coast to Capital LEP.

Part 6: Funding and Deliverables

37. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

38. The contract will be for the value of £881,100.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	625	0	£ -
CG01 Community Grant Payment			£ 766,173.91
CG02 Community Grant Management Cost			£ 114,926.09
PG01 Progression Paid Employment (EMP)	106	0	£ -
PG03 Progression Education (EDU)	88	0	£ -
Total of ESF Specification			£ 881,100.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

CORNWALL AND THE ISLES OF SCILLY – LESS DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

One of the dominant contributory factors to a country's productivity and economic growth is the education, training and skills of the working age population. In Cornwall and The Isles of Scilly (C&IoS) the percentage of people with no qualifications has remained relatively static in terms of total percentage of 16-64 year olds and also as percentages of the economically active and those in employment.

Evidence to support this procurement can be found at the C&IoS LEP [website](#). (Employment & Skills Strategy 2016-2020 and Evidence Base)

The Cornwall & Isles of Scilly Integrated Territorial Investment Strategy (ITI) also addresses how the economy faces a number of challenges which are reflected in low wages, low productivity and relatively low skills attainment. Applications should ensure alignment with Conditions for Growth where investments, which will address continuing blocks to growth, in infrastructure and human potential, are identified.

The ITI Strategy (April 2016) can be found at [C&IoS ITI Strategy](#)

Local Context

Employment, education and skills are major factors in promoting social inclusion and combating poverty. The Employment and Skills Board of the LEP and the 'Inclusion Partnership' (Inclusion Cornwall) lead the work to tackle the key issues of a low wage, high living cost economy. The partnerships seek to use the economy as a driver to address social innovation, promote equality and equity, encourage participation and improve employability. This will help enable people in Cornwall and the Isles of Scilly (C&IoS) to look forward to a more participative engagement in our inclusive growth ambition. Innovative approaches to problem solving, creative engagement with individuals, families and communities in co-design and co-production towards a more inclusive society are essential in addressing the systemic challenges faced.

Key Statistics impacting upon and improving employability:

Low Earnings and Debt are key issues and in 2016 median gross annual earnings for all employees in C&IoS equalled £17,873, 77% of the UK average (£23,099). The average household in C&IoS has higher costs compared to the national average, including water and sewerage, energy, fuel, transport and housing. High household costs with low average earnings leads to issues of debt and financial instability, with high levels of deprivation in some areas.

There are particular issues facing the Isles of Scilly. The geographic isolation of the islands directly affects the economic, social and environmental needs of communities and businesses.

Despite common perceptions, there are high levels of poverty, including within households in employment. Work by Experian identified that 26% (59,000) of households in Cornwall are 'at risk of poverty'. This places Cornwall in the worst 5% areas in the UK. Low pay is associated with in-work poverty, replacing unemployment as one of the major drivers of poverty.

Sources of evidence and a range of background information (please note this list is only indicative of the type of information available) can be found at:

- www.cornwall.gov.uk Joint Strategic Needs Assessment including infographics and statistics; also Economy Monthly Monitoring Update and Together for Families in Cornwall
- [C&IoS Employment and Skills Strategy and Evidence Base](#)
- [C&IoS ITI Strategy](#)
- <http://inclusioncornwall.co.uk/strategy/>
- www.gov.uk Improving Lives Helping Workless Families
- <https://www.cornwall.gov.uk/health-and-social-care/public-health-cornwall/joint-strategic-needs-assessment-jsna>

Local Authorities:

Cornwall and the Isles of Scilly

Key Priorities:

The Grant Awards panel membership must include the LEP and/or relevant Local Authority representative. The Managing Agent will take part in the local Steering Group as directed by the Cornwall and the Isle of Scilly LEP.

The Managing Agent will ensure that delivery organisations:

- Consult with the Council of the Isles of Scilly's Learning and Development team regarding how they will overcome logistical and financial challenges in order to source high quality opportunities.
- Offer new, sustainable delivery methodologies reaching people from local unemployed and inactive as well as disadvantaged and minority groups; with the aim of providing opportunities to develop models and activities that will engage Participants, help build relationships and confidence and design solutions leading towards employment at a micro level through the use of small scale grants.

Align with other ESF funded programmes aimed at supporting those farthest from the labour market. The complementarity, alignment and additionality expected of Community Grants in this context will require very clear linkages to be established with other projects

Part 6: Funding and Deliverables

39. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

40. The contract will be for the value of £2,000,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	1418	0	£ -
CG01 Community Grant Payment			£ 1,818,181.82
CG02 Community Grant Management Cost			£ 181,818.18
PG01 Progression Paid Employment (EMP)	241	0	£ -
PG03 Progression Education (EDU)	199	0	£ -
Total of ESF Specification			£ 2,000,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

COVENTRY AND WARWICKSHIRE – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

There is entrenched social exclusion across parts of Coventry and Warwickshire, largely as a result of structural changes to the economy. In Warwickshire, the distribution is complicated. The largest concentrations are found in the county's largest urban areas, particularly Nuneaton and to a lesser extent Rugby and Bedworth. However, these concentrations are combined with spatially dispersed pockets in the rural south and north. Those facing social exclusion in rural areas have the added complication of accessing support services due to their more isolated locations.

Lack of car ownership is an issue especially in accessing employment or training. In North Warwickshire 15% of homes and 12% in Stratford District have no car, these people rely on subsidised bus routes.

A further priority for Coventry and Warwickshire is achieving labour market integration of groups with high inactivity rates through more intensive, flexible and tailored support. There are several groups/communities of interest across the area that have little involvement with the labour market and are often unable to actively participate or take advantage of any opportunities. People within the 25-49 age range in Coventry & North Warwickshire have a relatively higher rate of inactivity, and there is a dominance of those looking after a family at home or on long term-sick.

CWLEP Skills Strategy https://www.cwlep.com/sites/default/files/skills_strategy.pdf

CWLEP ESIF Strategy

https://www.cwlep.com/sites/default/files/coventry_and_warwickshire_esif_priority_chapters_dec_2016_vfinal.pdf

Local Authorities:

Coventry City Council
Warwickshire County Council (upper tier)
North Warwickshire Borough Council
Nuneaton and Bedworth Borough Council
Rugby Borough Council
Stratford on Avon District Council
Warwick District Council (5 x lower tier)

Key Priorities:

Grants for small/medium Voluntary and Community Sector organisations and social enterprises to support unemployed people 18+ progress towards employment through access to learning and training opportunities.

The ESIF Technical Working Group, representing Coventry and Warwickshire LEP, will participate in grant award panels.

Part 6: Funding and Deliverables

41. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

42. The contract will be for the value of £1,800,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	1276	0	£ -
CG01 Community Grant Payment			£ 1,636,363.64
CG02 Community Grant Management Cost			£ 163,636.36
PG01 Progression Paid Employment (EMP)	217	0	£ -
PG03 Progression Education (EDU)	179	0	£ -
Total of ESF Specification			£ 1,800,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

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- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

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*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

DERBY, DERBYSHIRE, NOTTINGHAM AND NOTTINGHAMSHIRE MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

The D2N2 area in the East Midlands covers the cities of Derby and Nottingham and the counties of Derbyshire and Nottinghamshire. It is one of the largest LEP areas in the country, with a population of 2.2 million, Gross Value Added (GVA) of £45bn, a stock of some 72,000 businesses, and a workforce of almost 1 million people.

D2N2 has a diverse economic geography: including the major cities of Nottingham and Derby, a number of significant sub-regional centres, market towns and areas of deep rurality and high environmental quality, in a rich mix of urban and rural communities across 19 local authority areas.

Much of the area's GVA is generated in and around the two cities, which are also the main centres of population and employment; although a significant proportion (34%) of the area's economic value comes from outside the southern urban belt.

There is a marked gap between the most prosperous parts of the D2N2 area and those facing the biggest economic challenges (ranging from GVA per head of £27.6k in Nottingham and £27.3k in Derbyshire Dales to £14.4k in Gedling and £16k in Erewash).

A report by Nottingham Civic Exchange, the RSA and Nottingham Business School highlights the scale of the inclusive growth challenge, which has built up over many years as a result of uneven patterns of economic growth, industrial restructuring and a chronic productivity gap. While the employment rate is relatively high, many of the jobs in the economy are low skilled and low-paid. The majority of households in D2N2 currently living in poverty are in work, with some 30% of those in work earning less than the living wage. 27.5% of the working age population are economically inactive because they are too sick to work.

Although the area is diverse, its places share many characteristics, notably a high concentration of manufacturing across the area, relative to the UK. The main challenges to economic growth – namely relatively low levels of productivity, skills and business density are shared across D2N2, although there are some parts that buck that trend (e.g. high productivity in Derby, driven by the presence of global giants Rolls-Royce and Toyota).

The D2N2 ESIF subcommittee has agreed a set of Core Delivery Principles that define how it considers a good ESIF project should operate. They crystallise the preferred approach articulated in the D2N2 ESIF Strategy. D2N2 will consider

how applications' meet the Core Delivery Principles in formulating its commentary and advice on the evidence of local strategic fit:

- Impact and Scale
- Delivery Readiness
- Added Value
- Local Value
- Quality, Performance and Efficiency
- Strategic Partnerships and Co-ordination of Market Engagement
- Flexibility and Responsiveness

For further background information and research see the below:

D2N2 LEP: EU Structural and Investment Fund Strategy 2014-2020 and D2N2 Core Delivery Principles: <http://www.d2n2ta.org/european-structural-and-investment-funds/d2n2-esif-strategy-core-delivery-principles/>

D2N2 Social Inclusion Framework

http://www.d2n2lep.org/write/Documents/Social_Inclusion_Framework_-_Oct_2014_-_FINAL.pdf

D2N2 Community Programme

http://www.d2n2lep.org/write/Documents/ESIF/D2N2_-_ESIF_Community_Programme_Report_FINAL.pdf

D2N2 Technical Assistance

<http://www.d2n2ta.org/>

Local Authorities:

The Service will be delivered within the Derby, Derbyshire, Nottingham and Nottinghamshire area.

D2 area which includes the following local authorities (including LA's in the Sheffield City Region overlap area)

- Amber Valley
- Bolsover (SCR)
- Chesterfield (SCR)
- Derby City
- Derbyshire County Council
- Derbyshire Dales (SCR)
- Erewash
- High Peak
- North East Derbyshire (SCR)
- South Derbyshire

N2 area which includes the following local authorities

- Ashfield
- Bassetlaw (SCR)
- Broxtowe
- Gedling
- Mansfield
- Nottingham City
- Nottinghamshire County Council
- Newark and Sherwood
- Rushcliffe.

Key Priorities:

The D2N2 ESIF committee have agreed the following priorities for the Community Grant programme

- To develop the capacity of the community and to meet local needs.
- Undertake activities that promote social inclusion.
- Build employment and enterprise skills through the voluntary and community sector.
- Provide intensive support to help upskill individuals and move towards and enter work.
- To engage those individuals who are the hardest to reach through innovative approaches

To ensure appropriate access to the Community Grants programme across the whole D2N2 area the funding should be allocated as follows:

- Derby City – 13%
- Derbyshire – 31%
- Nottingham – 22%
- Nottinghamshire – 34%

D2N2 are seeking one Managing Agent to manage the Community Grants programme for the whole D2N2 area.

The Managing Agent must ensure that the Grant Awards panel membership includes the LEP and relevant Local Authority representative. The Managing Agent will be required to take part in the local Steering Group as directed by the LEP.

Part 6: Funding and Deliverables

43. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

44. The contract will be for the value of £1,350,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	957	0	£ -
CG01 Community Grant Payment			£ 1,227,272.73
CG02 Community Grant Management Cost			£ 122,727.27
PG01 Progression Paid Employment (EMP)	163	0	£ -
PG03 Progression Education (EDU)	134	0	£ -
Total of ESF Specification			£ 1,350,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

DORSET – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

In 2017 population estimates suggest a population of 770700 across Dorset. Of these 453000 are aged 16-64. Of these 383900 are economically active. Of the economically inactive (89200) 19400 want a job. These are people not in employment who want a job but are not classed as unemployed because they have either not sought work in the last four weeks or are not available to start work.

Dorset is good at employing its people. In 2017, it achieved average employment and unemployment rates of 77.8% and 2.9% respectively, compared with 74.7% and 4.4% for the equivalent UK averages. It also has a number of key businesses and sectors, with good ties into supply chains in, amongst others, marine engineering and aerospace, financial and business services, creative and digital services, consumer products, and innovative new technologies in health, welfare and ageing.

The Dorset LEP strategic economic plan can be found here:

<http://dorsetlep.co.uk/local-delivery/strategic-economic-plan/>

The ESIF Strategy can be found here: <http://dorsetlep.co.uk/funding/eu-funding/>

More data can be found here:

<https://www.nomisweb.co.uk/reports/lep/1925185572/report.aspx>

Local Authorities:

The current Local Authority areas are:

- Dorset County
- East Dorset,
- North Dorset,
- Purbeck,
- West Dorset,
- Weymouth & Portland,
- Bournemouth,
- Poole
- Christchurch

From April 2019 Dorset will be served by:

- Dorset Council
- Bournemouth, Poole and Christchurch Council

Key Priorities:

The Managing Agent shall ensure the Grant Awards panel membership includes the LEP and/or relevant Local Authority representative. The Managing Agent will be required to take part in the local Steering Group as directed by the LEP.

Part 6: Funding and Deliverables

45. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

46. The contract will be for the value of £1,260,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	893	0	£ -
CG01 Community Grant Payment			£ 1,145,454.55
CG02 Community Grant Management Cost			£ 114,545.45
PG01 Progression Paid Employment (EMP)	152	0	£ -
PG03 Progression Education (EDU)	125	0	£ -
Total of ESF Specification			£ 1,260,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

GREATER CAMBRIDGE AND GREATER PETERBOROUGH MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

The economic geography of Greater Cambridge Greater Peterborough is complex and diverse. The region is a high net contributor to the Exchequer and the cities of Cambridge and Peterborough are amongst the fastest growing in the country. However, this success has not been achieved across all areas and there are areas of deprivation that the LEP European Structural and Investment Funds (ESIF) Strategy is seeking to address. Alongside the attainment of recognised qualifications, equipping young people and adults with the right skills matched to the needs of businesses in the modern economy is vital.

The Combined Authority is currently in the process of developing their skills strategy. This will be informed but the work of the Cambridgeshire and Peterborough Independent Economic Review (CPIER). The full report will be available shortly. The final report will set out the context and economic potential of the Combined Authority area and will be used to inform strategic investments and the future work of the Combined Authority.

Previously, the LEP had commissioned a report to support the Area Review in December 2016 and provide partners and providers with a summary of 'Skills Conclusions' for the local area. This provides detail on key occupations that are underpinning our economy. Alongside it sits a report on the vacancies (and common skills requested in adverts) over the last year across our area.

The Combined Authority has a number of key strategic partners and would want to ensure the Managing Agent work closely with them to maximise the impact of activity, avoid duplication with existing provision and support local implementation. This would include our neighbouring LEPs, government agencies and local groups and networks. The exact bodies will vary by specification, but we would expect to hold joint briefing sessions for the Managing Agent to inform the development of the SD02 LEP development plan. If activity delivers across shared area with other LEPs we will need to manage this in partnership with the LEP to ensure we avoid confusion and duplication.

If you would like to receive a copy of the areas ESIF Strategy, Area Review Skills Conclusion, and Emsi reports on local job posting and the local business profile please contact: info@cambridgeshirepeterborough-ca.gov.uk (stating ESF Funding in the subject line) or call 01480 277180 and ask to speak to someone in the ESF team

Local Authorities:

The LEP area covers 14 Local Authority districts. South Lincolnshire is a relatively recent edition to our area and ESF funds to support South Holland and South Kesteven were allocated to Lincolnshire LEP. In addition, we have the

Cambridgeshire & Peterborough Combined Authority that makes up 6 of the 14 Local authority districts within our area. The Whole of the Combined Authority area is contained within this LEP area. With the exception of Rutland, all other local authority areas are also part of another neighbouring LEP. The Wider LEP foot print can be seen below.

The target area for this Service is;

Cambridgeshire & Peterborough Combined Authority area

- Fenland
- Huntingdonshire
- East Cambridgeshire
- Cambridge and
- South Cambridgeshire
- Peterborough

Other areas included which form part of the wider LEP area are;

- Rutland
- West Norfolk & Kings Lynn
- St Edmundsbury
- Forest Heath
- The borders of South Holland & South Kesteven are eligible areas to support the delivery of provision BUT only where this focuses on the north side of the Combined Authority Area e.g. Peterborough or around Rutland. Any bids focused solely on the South Lincolnshire should be routed towards the Lincolnshire LEP call.

North Hertfordshire will be covered by the Hertfordshire LEP and Uttlesford will be covered by South East London LEP, and South Lincolnshire by Lincolnshire LEP.

Key Priorities:

The Managing Agent must ensure the Grant Awards panel membership include the LEP and/or relevant Local Authority representative. The Managing Agent will be required to take part in the local Steering Group as directed by the LEP.

We have 1 ESF project running in Wisbech that could be live during the delivery of this Service. This project is a **Community Led Local Development project**. It is delivered by Cambridgeshire Acre and administers a process by which small, local organisations can apply for grants to support people into employment. The Managing Agent would need to be mindful and complimentary to this.

Part 6: Funding and Deliverables

47. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

48. The contract will be for the value of £289,628.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	206	0	£ -
CG01 Community Grant Payment			£ 241,356.67
CG02 Community Grant Management Cost			£ 48,271.33
PG01 Progression Paid Employment (EMP)	35	0	£ -
PG03 Progression Education (EDU)	29	0	£ -
Total of ESF Specification			£ 289,628.00

Annex A

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- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

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*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

GREATER LINCOLNSHIRE – TRANSITION

GEOGRAPHY / AREA OF DELIVERY

LEP background

Greater Lincolnshire has a population just over one million, dispersed over a large land mass almost double the size of Cornwall. There are around 44,000 businesses in the area and over 90% of these businesses have fewer than 10 employees. As a consequence engaging with employers across the whole of the LEP area can be challenging; finding viable cohort sizes in our many rural towns and villages is a well-known local barrier to learning. Transport and accessibility can be a real and perceived barrier to learning and work. Our local small training providers and community-based organisations often reach parts of the LEP area, residents, and businesses that larger organisations cannot, or they offer something that is specific to a particular local area or cohort, or innovative in approach.

The economy of Greater Lincolnshire has many strengths and the LEP's place marketing tool www.marketinglincolnshire.com highlights some of these advantages.

The Greater Lincolnshire Strategic Economic Plan, related sector strategies and the European Structural Investment Fund strategy are available on the website <https://www.greaterlincolnshirelep.co.uk/priorities-and-plans/strategies-and-plans/>

The skills section of the LEP website has additional research including a large evidence base collected for the Area Review. See <https://www.greaterlincolnshirelep.co.uk/priorities-and-plans/priorities/priority-skills/>

The LEP has a number of private sector led Boards that contribute to its strategies, including the Employment and Skills Board, the Manufacturing Board, the Food Board and the Visitor Economy Board. The Employment and Skills Board (ESB) works with a large number of stakeholders with the aim of influencing the training offer to business and residents so that it better meets local need.

Local Authorities:

Lincolnshire made up of 7 District Authorities:

Boston Borough Council
East Lindsey District Council
City of Lincoln Council
North Kesteven District Council
South Holland District Council
South Kesteven District Council
West Lindsey District Council

North Lincolnshire

North East Lincolnshire

Key Priorities:

The Managing Agent shall ensure that the Services are developed and designed to:

Meet the needs of grant recipients from all areas across Greater Lincolnshire area, but in particular areas that are at a distance from large towns and cities and easily accessible training offers, within deprived wards, or offering support that is unique to other programmes.

The Managing Agent shall ensure that the Grant Awards panel membership includes the LEP and/or relevant Local Authority representative. The Managing Agent shall take part in the local Steering Group as directed by the LEP.

Part 6: Funding and Deliverables

49. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

50. The contract will be for the value of £990,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	702	0	£ -
CG01 Community Grant Payment			£ 860,869.57
CG02 Community Grant Management Cost			£ 129,130.43
PG01 Progression Paid Employment (EMP)	119	0	£ -
PG03 Progression Education (EDU)	98	0	£ -
Total of ESF Specification			£ 990,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

GREATER MANCHESTER – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

Greater Manchester (GM) is one of the country's most successful city-regions. Home to more than 2.7 million people and with an economy bigger than that of Wales or Northern Ireland, our vision is to make GM one of the best places in the world to grow up, get on and grow old.

The GM LEP covers the same area as that of the Greater Manchester Combined Authority (GMCA), covering the 10 Local Authority (LA) areas of Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, Trafford and Wigan.

The Greater Manchester Strategy (GMS), called '*Our People, Our Place*', is a long term blueprint for the future which sets clear priorities for delivering our ambitions for economic growth and public service reform. The plan looks at ten priority areas which affect all GM residents and details how life will be improved for all who live in the city-region, from being ready for school, to starting work and growing old, as well as everything else in between.

(<https://www.greatermanchester-ca.gov.uk/ourpeopleourplace>)

This programme will support unemployed and economically inactive individuals facing multiple disadvantage progress towards sustainable work and contribute towards realising the ambitions laid out in a formal Accord agreed between Greater Manchester Combined Authority (GMCA) and the VCSE sector in November 2017. It will also support the delivery of GMS priorities, the GM Work and Skills Strategy 2016-2019 (https://www.greatermanchester-ca.gov.uk/info/20003/education_and_skills) and aspirations laid out in GM ESIF Investment Plan.

Local Authorities:

The Services will be delivered within the Greater Manchester Local Enterprise Partnership area. The Managing Agent will deliver services across all of the ten local authority areas within Greater Manchester.

- Bolton
- Bury
- Manchester
- Oldham
- Rochdale
- Salford
- Stockport
- Tameside
- Trafford
- Wigan

Key Priorities:

Key priorities:

- To develop the capacity of the third sector organisations and to meet local needs.
- To undertake activities that promote social inclusion and community engagement.
- To build employment and enterprise skills through the voluntary and community sector.
- To provide intensive support to help upskill individuals and move towards and enter work.
- To engage those individuals who are the hardest to reach through innovative approaches.

Greater Manchester wants the Managing Agent to ensure targeted interventions for individuals living in the 5% most deprived areas in England.

(<https://www.gov.uk/government/statistics/english-indices-of-deprivation-2015>).

Priority groups:

- homeless or at risk of being made homeless,
- with low or no qualifications,
- lacking literacy and numeracy skills,
- who are lone parents,
- with disabilities, learning difficulties or health conditions,
- aged 50 or over,
- ethnic minorities and
- young NEET people (aged 15 and above)
-

A minimum of two application rounds must be undertaken between April 2019 and December 2020. Outcomes are anticipated to promote progression pathways so that Participants are in a position to benefit from follow on provision delivered by other Greater Manchester employment and skills programmes.

Greater Manchester reserves the right for relevant combined / local authority representative(s) to play an active role in the Community Grants award process. Grant Awards panel arrangements will be agreed with the Managing Agent during the initial tripartite with ESFA and the Greater Manchester LEP. The Managing Agent must take part in the local Steering Group as directed by the LEP.

Part 6: Funding and Deliverables

51. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

52. The contract will be for the value of £4,937,310.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	3500	0	£ -
CG01 Community Grant Payment			£ 4,488,463.64
CG02 Community Grant Management Cost			£ 448,846.36
PG01 Progression Paid Employment (EMP)	595	0	£ -
PG03 Progression Education (EDU)	490	0	£ -
Total of ESF Specification			£ 4,937,310.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

HEART OF THE SOUTH WEST – MORE DEVELOPED AND TRANSITION

GEOGRAPHY / AREA OF DELIVERY

LEP background

The Heart of the South (HotSW) LEP area encompasses the upper tier / unitary authority areas of Plymouth, Torbay, Somerset and Devon. With an economy worth £33.2bn in 2016 and a population of 1.7m, the area is the country's 10th largest LEP economically, and one of the Country's largest partnership areas geographically.

The HotSW benefits from an extremely mixed typology, hosting two notable cities (Exeter and Plymouth) alongside some of the Country's most well-known rural and coastal locations (Dartmouth, Torbay, Exmoor, the North Devon Coast). As such, the economic makeup of the HotSW is highly varied, with a strong focus upon manufacturing and higher value knowledge economic activity within the area's urban centre, whilst traditional rural and coastal industries, including agritech, food and drink, fisheries and tourism continue to remain important within wider rural and coastal locations.

For the purpose of European Funding, the HotSW area is divided into two distinct sub-areas, the more developed area containing the upper tier authority of Somerset, and the Transition area incorporating Plymouth, Torbay and Devon.

Whilst there are small differentials between the two areas, this gap has closed over recent years due to significant improvements in employment and skills attainment within the Transition area, in part led by a recovering economy. As of June 2018, unemployment overall in the HotSW had reached 1.7% and the area benefitted from the highest level of economic activity since records began.

However, despite this success, significant challenges continue within both areas, notable within peripheral rural and coastal areas and amongst pockets of lingering deprivation within the HotSW towns and cities. These include ongoing challenges around skills achievement levels in education and adulthood; progression and aspiration rates within work; gaps within the labour market and around specialist skills and careers; and on tangible outcomes such as wage levels and higher value employment opportunities. These were of particular note in the districts of Torridge, North Devon, West Somerset, South Somerset and Sedgemoor; within parts of the urban areas of Torbay and Plymouth; and within specific wards within the Greater Exeter conurbation.

In light of the above, the HotSW has established a clear forward approach for prioritisation of economic activity across the partnership area. These are encapsulated within the Heart of the South West's [Strategic Economic Plan](#), completed in 2013, and [Productivity Strategy](#), completed earlier this year. This includes a specific focus on People issues (e.g. employment and skills), with an emphasis upon five areas of specific interest:

- Enhancement of Education, Aspiration and Guidance Opportunities;
- Promotion of Apprenticeships and Traineeships;
- Provision of Employability and Basic Skills;
- Technical Skills and Skills for the Workforces
- Higher Level Skills and Sectoral Specialisation

This focus upon skills extends into the ESIF Strategy for the area,

https://heartofswlep.co.uk/wp-content/uploads/2016/09/May-2016-HotSW-ESIF-Strategy_0.pdf

LOT 1 – More Developed

Local Authorities:

Mendip District Council
Sedgemoor District Council
Somerset County Council
South Somerset District Council
Taunton Deane Borough Council
West Somerset Council

Lot 2 - Transition

Local Authorities:

Dartmoor National Park Authority
Devon County Council
East Devon District Council
Exeter City Council
Exmoor National Park Authority
Mid Devon District Council
North Devon Council
Plymouth City Council
South Hams District Council
Torbay Council
Teignbridge District Council
Torridge District Council
West Devon Borough Council

Key Priorities:

The Managing Agent shall ensure that the Grant Awards panel membership includes the LEP and/or relevant Local Authority representative. The Managing Agent shall take part in the local Steering Group as directed by the Heart of the South West LEP.

Part 6: Funding and Deliverables

LOT 1 – More Developed

53. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

54. The contract will be for the value of £270,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	192	0	£ -
CG01 Community Grant Payment			£ 225,000.00
CG02 Community Grant Management Cost			£ 45,000.00
PG01 Progression Paid Employment (EMP)	33	0	£ -
PG03 Progression Education (EDU)	27	0	£ -
Total of ESF Specification			£ 270,000.00

LOT 2 – Transition

55. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

56. The contract will be for the value of £630,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	447	0	£ -
CG01 Community Grant Payment			£ 547,826.09
CG02 Community Grant Management Cost			£ 82,173.91
PG01 Progression Paid Employment (EMP)	76	0	£ -
PG03 Progression Education (EDU)	63	0	£ -
Total of ESF Specification			£ 630,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

HERTFORDSHIRE – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

There are pockets of deprivation and social inclusion issues across a variety of local communities in the Hertfordshire Local Enterprise Partnership (LEP) area, especially in respect of unemployment, housing and health issues.

A key issue for Hertfordshire is the number of individuals claiming Employment Support Allowance (ESA) and Incapacity benefits. There are approximately 35,000 individuals claiming ESA or related (non-JSA) benefits. Currently there are circa 27,960 ESA claimants (including those who have been classified as work-ready, i.e. closer to the labour market and those classified as being further away from the labour market and hence requiring additional support).

Accordingly, the ESF funds available for the theme of social inclusion in Hertfordshire will be focused on tackling high economic inactivity rates by providing additional and/or more intensive and flexible support tailored to the multiple needs of people at most disadvantage and furthest from the labour market. These people are likely to need more focussed and targeted help, perhaps over a longer period, to help them into work.

The demand for this project has been identified through extensive cross-sector consultation by Hertfordshire Local Enterprise Partnership (LEP) at the time of the development of the [Hertfordshire ESIF Strategy](#). It also aligns with the priorities recorded within the [Hertfordshire Skills Strategy](#) and in particular, the theme entitled 'Towards full Employment'.

The ESIF Strategy identified that Community Grants have been an important tool for providing support to those disengaged from learning and the labour market. Many of the learners that have received support through the previous Community Grants programme were disengaged from classroom-based learning and were not able or willing to enrol into a college, but received invaluable support in their own community, improving their chances of employment. The potential exists for these projects to have a real impact on communities.

Local Authorities:

Hertfordshire County Council
Broxbourne Borough Council
Dacorum Borough Council
East Herts Council
Hertsmere Borough Council
North Hertfordshire District Council
St Albans City and District Council
Stevenage Borough Council
Three Rivers District Council
Watford Borough Council
Welwyn Hatfield Borough Council

Key Priorities:

The Managing Agent shall ensure that Services are developed and designed to address barriers to employment with processes mapped to a range of identified groups such as people with mental health issues, people with substance abuse problems, disabled people, people from black, Asian and ethnic minority (BAME) communities, migrant workers, ex-offenders and homeless people. It will help more disadvantaged people to move towards or into employment by tackling the barriers they face.

The Managing Agent shall ensure that the Grant Awards panel membership includes the LEP and/or relevant Local Authority representative. The Managing Agent will take part in the local Steering Group as directed by the LEP.

There are three projects focussed on social inclusion currently being delivered in the Hertfordshire LEP area through the Big Lottery Fund Building Better Opportunities:

- Barriers to employment;
- Young people;
- Financial confidence.

The Managing Agent must ensure they are fully aware of the other projects operating in the Hertfordshire LEP area, including provision delivered by DWP and through the Education and Skills Funding Agency (ESFA) as well as the Hertfordshire County Councils Thriving Families and ensure that provision is designed to complement and work alongside existing and future planned projects avoiding duplication.

Part 6: Funding and Deliverables

57. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

58. The contract will be for the value of £216,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	154	0	£ -
CG01 Community Grant Payment			£ 180,000.00
CG02 Community Grant Management Cost			£ 36,000.00
PG01 Progression Paid Employment (EMP)	26	0	£ -
PG03 Progression Education (EDU)	22	0	£ -
Total of ESF Specification			£ 216,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

HUMBER - TRANSITION

GEOGRAPHY / AREA OF DELIVERY

LEP background

The Humber ESIF Strategy supports the skills development of Humber residents at all levels, from access to employment and the sustainable integration of young people, to technical and higher levels skills and leadership and management.

The Skills Programme proposed in this strategy is dedicated specifically to improving the skills profile of the Humber, from basic employability skills through to higher level skills and leadership and management in response to the current and future workforce needs of our key sectors.

Skills levels in the Humber are improving but there is still much to do to close the productivity gap, address the low skills equilibrium and create a workforce that can maximise the opportunities presented by new private sector investments.

Despite improvements in skills levels, the Humber continues to be behind national averages for those with qualifications at level four and above and a higher percentage of the population have no qualifications. Low productivity and skills shortages affect some major sectors, posing a risk for the future.

This is a major contributor to the productivity gap. Higher level skilled posts are often filled by applicants from outside of the LEP area and Humber employers more frequently report skills shortages than those in most other LEPs when looking to recruit professionals.

The Community Grants project will further meet the priorities outlined by the LEP to:

- Develop the capacity of the community and social enterprise sectors to meet local needs
- Activities that promote social inclusion
- Build self-employment and enterprise skills in the voluntary and community sector
- Intensive support to help people upgrade skills and move towards and enter work

The Humber ESIF Strategy, Humber Employment and Skills Strategy and Humber Strategic Economic Plans all recognise the importance of employment and skills to local growth. Links to these strategies are provided below:

Humber ESIF Strategy: <http://www.humberlep.org/strategies-and-deals/european-structural-and-investment-funds-strategy/>

Humber LEP Employment and Skills Strategy:

<http://www.humberlep.org/skills/employment-and-skills-strategy/>

Humber SEP: <http://www.humberlep.org/strategies-and-deals/the-humber-strategic-economic-plan/>

Like all Local Enterprise Partnerships, we are in a transition phase which is seeing the development of our Local Industrial Strategy, which builds on the work we have done through our Strategic Economic Plan. Research indicates a movement in some of our traditional sectors as well as a range of opportunities in new and emerging sectors. The Humber LEP has developed a Blueprint for a Humber Industrial Strategy which was launched in June 2018. This can be found at: <http://www.humberlep.org/lep-launches-blueprint-for-future-of-the-energy-estuary/>

Local Authorities:

Hull City Council
East Riding of Yorkshire Council
North Lincolnshire Council
North East Lincolnshire Council

Key Priorities:

The Managing Agent shall take part in a quarterly project Steering Group which will include the Humber LEP, provider partners and other relevant stakeholders. The Managing Agent shall provide quarterly reports to the Humber LEP which will be fed into its Employment and Skills Board.

Data provided should be broken down to Local Authority area.

The Humber LEP would welcome organisations that can deliver across both the geographic area of Humber LEP and York, North Yorkshire and East Riding LEP either through bidding against both LOT's or via collaborative delivery post contract award.

Part 6: Funding and Deliverables

59. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

60. The contract will be for the value of £1,000,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	709	0	£ -
CG01 Community Grant Payment			£ 909,091.00
CG02 Community Grant Management Cost			£ 90,909.00
PG01 Progression Paid Employment (EMP)	120	0	£ -
PG03 Progression Education (EDU)	99	0	£ -
Total of ESF Specification			£ 1,000,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

LANCASHIRE - TRANSITION

GEOGRAPHY / AREA OF DELIVERY

LEP background

The Lancashire Local Enterprise Partnership (LEP) spans the areas supported by Lancashire County Council, Blackburn with Darwen Unitary Authority and Blackpool Unitary Authority. The LEP is home to a population of 1,485,042 people, just over one fifth of the North West total (20.6%). The economy is a mix of urban, rural and coastal communities. There are 52,100 businesses in Lancashire, of which 98% are SMEs.

The LEP's Strategic Economic Plan sets out the growth ambitions for the next 10 years providing a clear focus on realising the potential of the whole of Lancashire. The focus is to foster the right conditions for growth: to invest in innovation, skills, enterprise and infrastructure, to accelerate the achievement of its full economic potential. As the fourth largest economy in the north of England, Lancashire offers, through its ESIF Strategy, a mechanism to use ESI Funds to invest in opportunities that will support economic growth and well-being.

A key priority for the LEP is skills & employment; recognising the LEP's role in enabling and achieving a better balanced, skilled and inclusive labour market which underpins and contributes to economic well-being and growth across the County. The Lancashire Skills and Employment Strategic Framework is structured into 4 themes: Future Workforce, Skilled & Productive Workforce, Inclusive Workforce and An Informed Approach and articulates the priorities for Lancashire. The Strategic Framework is available here:

<https://www.lancashirelep.co.uk/lep-priorities/skills-employment/skills-and-employment-strategic-framework-2016-2021.aspx>

A robust evidence base underpins the framework and identifies key issues across Lancashire – this includes sector skills studies, and key skills and employment data. In April 2018, the Lancashire Labour Market Intelligence (LMI) Toolkit was published, providing up-to-date data and a range of information broken down by the 6 Travel to Work areas in Lancashire; the framework will be refreshed in sequence but the key issues and focus remain the same. The evidence base can be accessed here:

<https://www.lancashireskillshub.co.uk/about-us/evidence-base/>.

Local Authorities:

There is one upper tier local authority and two unitary authorities in the area:

Lancashire County Council

Blackburn with Darwen Borough Council

Blackpool Borough Council

Lancashire County Council is made up of the following district/borough councils: Burnley, Chorley, Fylde, Hyndburn, Lancaster, Pendle, Preston, Ribble Valley, Rossendale, South Ribble, West Lancashire and Wyre.

Key Priorities:

The Service will ensure grants support activities within the wards of highest need, as noted below, who have a combined percentage 18% of unemployed plus inactive - long term sick and disabled.

Blackburn with Darwen

Audley
Bastwell
Earcroft
Ewood
Higher Croft
Little Harwood
Queen's Park
Shadsworth with Whitebirk
Shear Brow
Sudell
Wensley Fold

Blackpool

Bloomfield
Brunswick
Claremont
Clifton
Hawes Side
Ingthorpe
Park
Talbot
Tyldesley
Victoria
Warbreck
Waterloo

Burnley

Bank Hall
Brunshaw
Daneshouse with Stoneyholme
Queensgate
Rosehill with Burnley Wood
Trinity

Chorley No area noted with a need

Fylde

Central

Hyndburn

Barnfield
Central
Church
Peel
Spring Hill

Lancaster

Harbour
Heysham North
Poulton

Pendle

Bradley
Brierfield
Clover Hill
Southfield
Walverden
Waterside
Whitefield

Preston

Brookfield
Deepdale
Fishwick
Moor Park
Ribbleton
St George's
St Matthew's
Town Centre
University

Ribble Valley- No area noted with a need

Rossendale

Irwell
Stacksteads

South Ribble - No area noted with a need

West Lancs

Birch Green
Digmoor
Moorside
Skelmersdale North
Tanhouse

Wyre

Jubilee
Mount
Pharos

Rossall

The Managing Agent will join the Lancashire Adult Forum to support activity and to encourage cross-project referrals and sharing of good practice.

The Managing Agent will attend a steering group which will sit across all strands of activity with relevant local stakeholders, which will report into the LEP via the Skills and Employment Board. The Managing Agent will provide the LEP with regular performance reports on delivery.

The Managing Agent must ensure that Lancashire LEP are included in any Grant Award Panels to ensure strategic fit of grants awarded.

Part 6: Funding and Deliverables

61. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

62. The contract will be for the value of £900,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	638	0	£ -
CG01 Community Grant Payment			£ 782,608.70
CG02 Community Grant Management Cost			£ 117,391.30
PG01 Progression Paid Employment (EMP)	108	0	£ -
PG03 Progression Education (EDU)	89	0	£ -
Total of ESF Specification			£ 900,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

LEEDS CITY REGION – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

Local Economic Context

Leeds City Region is the biggest city region economy in the country, with an annual output of £64.6bn representing 5% of the English total. It hosts 126,000 businesses, 3 million residents and an employed 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 300,000.

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 LEP's 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 our 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

Local Challenges

The Services will be delivered within West Yorkshire, covering the districts of Bradford, Calderdale, Kirklees, Leeds and Wakefield of the Leeds City Region Local Enterprise Partnership area.

There are spatial pockets of intense deprivation in the City Region, which have persisted over many years, remaining cut off from pockets of growth which are often nearby. Leeds City Region is also ranked fifth out of 39 LEP areas in terms of % of neighbourhoods that fall among the most deprived nationally on education training and skills

By supporting the value the Third Sector brings to supporting local economic growth, local people will be able to have a real stake in their community, which, in turn, will lead to promoting community cohesion, increased social responsibility and neighbourhood renewal through the delivery of local community resource. Ensuring that services deliver for those most in need is vital in delivering Inclusive Growth outcomes for the City Region and tackling the pockets of stubborn deprivation.

Investment into the Third Sector allows services to be delivered to people who wouldn't otherwise receive them; it provides volunteering opportunities that lead people into active participation in the economy and it creates a civil society in areas where market failure and the withdrawal of the state has led to a culture of low aspiration and a steady cycle of decline.

Local Authorities:

LOT to cover **West Yorkshire areas only**

Bradford

Calderdale

Kirklees

Leeds

Wakefield

Key Priorities:

- Support offered must exclude that which can be funded through Leeds City Region Community Led Local Development (CLLD) projects in consultation with the appropriate Local Action Group to avoid duplication and to use resources efficiently.
- Support offered must add value to that which can be funded through Leeds City Region Community Led Local Development (CLLD) projects in consultation with the appropriate Local Action Group to avoid duplication and to use resources efficiently.
- The Managing Agent must ensure the LEP is involved in the grant award panel.

Part 6: Funding and Deliverables

63. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

64. The contract will be for the value of £3,000,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	2127	0	£ -
CG01 Community Grant Payment			£ 2,727,273.00
CG02 Community Grant Management Cost			£ 272,727.00
PG01 Progression Paid Employment (EMP)	362	0	£ -
PG03 Progression Education (EDU)	298	0	£ -
Total of ESF Specification			£ 3,000,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

LEICESTER AND LEICESTERSHIRE – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

The Leicester and Leicestershire Enterprise Partnership (LEEP) area encompasses the City of Leicester and County of Leicestershire and has a combined population of around one million people.

Our economy is currently worth £23.5bn in Gross Value Added (GVA) per annum and is central to the prosperity of the Midlands, providing nearly 500,000 jobs and hosting over 42,000 trading businesses. Our ambition is to become the most productive economy in the Midlands, making a major contribution to UK prosperity and earning power.

Our business base is primarily composed of small and medium sized enterprises (SMEs), with around 75% of our businesses having less than 10 employees, and we have particular strengths in manufacturing, logistics, professional and financial services, food and drink, tourism and textiles. However, we are also home to number of major international businesses, including Next, Pepsico, Triumph, Caterpillar, Norton, Santander, Wal-Mart, Amazon, DHL, Almac and 3M.

Leicester is one of the most diverse and fastest-growing cities in the UK, with an entrepreneurial and outward-looking population drawn from across the globe. The city has seen a number of inward investment successes in recent years, with IBM and Hastings Direct both setting up new operations in Leicester.

Our central city is ringed by a network of market towns, including Loughborough, Melton Mowbray, Market Harborough, Lutterworth, Hinckley and Coalville. These are important economic centres in their own right, contributing over £1 billion to the local economy. They also provide a focal point for their local communities and have the potential to generate additional economic growth. We are home to three leading universities – De Montfort University, Loughborough University and the University of Leicester – each of whom have their own distinct specialisms and undertake world class research.

We are located in the heart of England and sit within a logistics 'golden triangle' formed by the M1, M6 and M42 motorways. This has made us the preferred location for national Distribution Centre's such as Magna Park. We are also home to East Midlands Airport, the UK's largest pure freight airport, and are set to benefit from the construction of HS2.

We are uniquely placed in having two designated Enterprise Zones spread across four separate sites. These are the MIRA Technology Park, Loughborough University Science and Enterprise Park, Charnwood Campus and Leicester Waterside. Each of these sites has their own distinct sector specialisms and offer us the potential to develop clusters around Centres of

Excellence in key industries, including life sciences, sports science, space, advanced manufacturing and the automotive sector.

See below for links to further sources of relevant information:

The ESIF Strategy which sets the context for our ambitions around employment and skills can be found at: <https://www.llep.org.uk/strategies-and-plans/esif/our-esif-strategy-2014-2020/>

Further detail and evidence underpinning the identification of local needs and priorities can be found in the ESF Future Open Calls Research Report at <https://www.llep.org.uk/wp-content/uploads/2017/10/2017-08-30-Final-Report-WEB-VERSION.pdf>

The Skills for the Future Report can be found at <https://www.llep.org.uk/investing-in-our-people/skills-strategies/skills-for-the-future-study-2016/>

An overview of existing ESF Projects and target beneficiaries can be found at: <https://www.llep.org.uk/esif-section/about-esif/>

For more information on our area: <http://www.investinleicester.co.uk/>

Local Authorities:

Leicester City Council
Leicestershire County Council
Blaby District Council
Charnwood Borough Council
Harborough District Council
Hinckley & Bosworth Borough Council
Melton Borough Council
North West Leicestershire District Council
Oadby & Wigston Borough Council

Key Priorities:

The Managing Agent will ensure that Leicester and Leicestershire Enterprise Partnership has membership on the Grant Awards Panels.

65. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

66. The contract will be for the value of £405,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	288	0	£ -
CG01 Community Grant Payment			£ 337,500.00
CG02 Community Grant Management Cost			£ 67,500.00
PG01 Progression Paid Employment (EMP)	49	0	£ -
PG03 Progression Education (EDU)	40	0	£ -
Total of ESF Specification			£ 405,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

LIVERPOOL – MORE DEVELOPED AND TRANSITION

GEOGRAPHY / AREA OF DELIVERY

LEP background

The Liverpool City Region Combined Authority Skills Strategy 2018 identifies:

Some of the skills challenges for Liverpool City Region have arisen from uneven growth. Not all areas or groups in the local population have been able to participate in the successes of the City Region. Varied educational outcomes, health, and disability affect an individual's opportunities to secure stable and full-time employment that offers the opportunity to progress. The City Region will need to build on the Work and Health Programme and the Government's twin commitments to reducing both the minority ethnic and Disability Employment Gaps. Equal access to education and learning is a vital part in ensuring that all people from underrepresented groups can participate fully in the labour market. Fair work and a living wage are vitally important to individual wellbeing, continuing mental health and family development as recognised in the recent Stevenson / Farmer review of mental health and employers and Improving Lives: Helping Workless Families. Stable employment at a living wage underpins this and boosts the local economy where people can afford to buy goods and services. Improving the life chances and participation of all sections of the labour market is increasingly being recognised as the solution to our longstanding inability to deliver a fully-productive competitive economy.

The Skills Strategy further prioritises the need to:

Commission targeted support to improve inclusion and narrow gaps for under-represented groups (including: over 50s, male/ female, black, Asian and minority ethnics (BAME), disabled people and residents of disadvantaged areas) such as:

- Ensure equity of access to Apprenticeships and learning opportunities
- Access to entry-level learning for people out of work through devolved funding linked to progression to higher learning
- Measures to improve the retention and advancement of women managers
- Promotion of role models to raise aspirations (including Pathways to Excellence)
- Awareness raising for employers in recruitment and retention of people with specific barriers (e.g. mental health)
- Increased ESOL provision

Project proposals should demonstrate strategic alignment with the [Liverpool City Region's ESIF Strategy 2014-2020](#), the [Liverpool City Region Skills Strategy](#), its ongoing [Skills for Growth](#) work and [Growth Strategy](#); along with the [ESF Operational Programme 2014-2020](#).

LOT 1 – More Developed

Local Authorities:

Halton

LOT 2 – Transition**Local Authorities:**

Knowsley

Liverpool

Sefton

St Helens

Wirral

Key Priorities:

The Managing Agent shall ensure that the Grant Awards panel membership includes the LEP / Combined Authority and/or relevant Local Authority representative. The Managing Agent shall take part in the local Steering Group as directed by the LEP / Combined Authority.

Part 6: Funding and Deliverables

LOT 1 – More Developed

67. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

68. The contract will be for the value of £270,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	192	0	£ -
CG01 Community Grant Payment			£ 225,000.00
CG02 Community Grant Management Cost			£ 45,000.00
PG01 Progression Paid Employment (EMP)	33	0	£ -
PG03 Progression Education (EDU)	27	0	£ -
Total of ESF Specification			£ 270,000.00

LOT 2 – Transition

69. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

70. The contract will be for the value of £2,430,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	1723	0	£ -
CG01 Community Grant Payment			£ 2,209,090.91
CG02 Community Grant Management Cost			£ 220,909.09
PG01 Progression Paid Employment (EMP)	293	0	£ -
PG03 Progression Education (EDU)	241	0	£ -
Total of ESF Specification			£ 2,430,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

LONDON CENTRAL – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

ESF in London is managed by the Greater London Authority who act as the Intermediate Body for ESF under the strategic direction of the Mayor and the London Economic Action Partnership (LEAP).

The LEAP produced a detailed European Structural and Investment Fund (ESIF) Strategy in 2014 (refreshed in 2016) detailing how ESF should support the capital's Jobs and Growth aims. The LEAP has been allocated approx. £529m for the delivery of the ESIF Strategy for London 2014-20.

<https://lep.london/publication/european-funding-strategy-2014-20>.

ESF in London is also underpinned by the strategic priorities outlined in the Skills for Londoners Strategy as well as the Mayor's other strategies, including the Economic Development Strategy and the Equality, Diversity and Inclusion Strategy.

Many Londoners do not have access to the opportunities that this global capital city provides. London still has above average unemployment rates; the highest proportion of people in poverty of any UK region exacerbated by the high costs of living; high numbers of Londoners are in low pay, with little chance to progress to better-paid, more secure work; there is continued and persistent gender, race and disability pay gaps; and a high number of Londoners without basic skills in literacy, English language, numeracy and digital skills.

The Mayor set out his ambitions to improve social integration¹ as well as equality, diversity and inclusion² in London. His Skills for Londoners Strategy³ aims to empower all Londoners to access the education and skills to participate in society and progress in education and in work. For communities, equipping Londoners with essential skills makes it possible for people from all backgrounds to contribute and live interconnected lives. Not only is adult education and training fundamental to ensuring all members of society are able to secure and progress in work, but it also has an impact on social and wellbeing outcomes that can be felt across the city.

The LEAP, through the GLA's European Programmes Management Unit, is working with the ESF Co-Financing Organisations to ensure a comprehensive package of ESF provision is in place for the second half of the ESF 2014-20 programme to tackle London's challenges. More information about the London

¹ All of Us, the Mayor's Social Integration Strategy, Greater London Authority, 2018

² Inclusive London, Greater London Authority, 2017,
<https://www.london.gov.uk/sites/default/files/mayors-equality-diversity-inclusion-strategy.pdf>

³ Skills for Londoners, Greater London Authority, 2018

ESF 2014-20 programme can be found at
https://lep.london/content_page/european-social-fund

Some groups – including mothers and carers, disabled people, care leavers, older Londoners, homeless people and some black, Asian and minority ethnic (BAME) groups – remain under-represented in the workforce and are often more likely to be worse-off than other Londoners.⁴ Frontline community groups and voluntary organisations can often be best placed to engage with these groups. They play a vital role in building the trust of the most vulnerable and in need in local communities, working with them to improve resilience, reduce social isolation, develop skills, and bring them closer to the labour market.

The LEAP will invest £6m of ESF to deliver a London-wide Community Grants programme. Working with the voluntary and community sector, the programme will support people with multiple and complex barriers to participation to address these underlying issues and to move closer to or into the labour market.

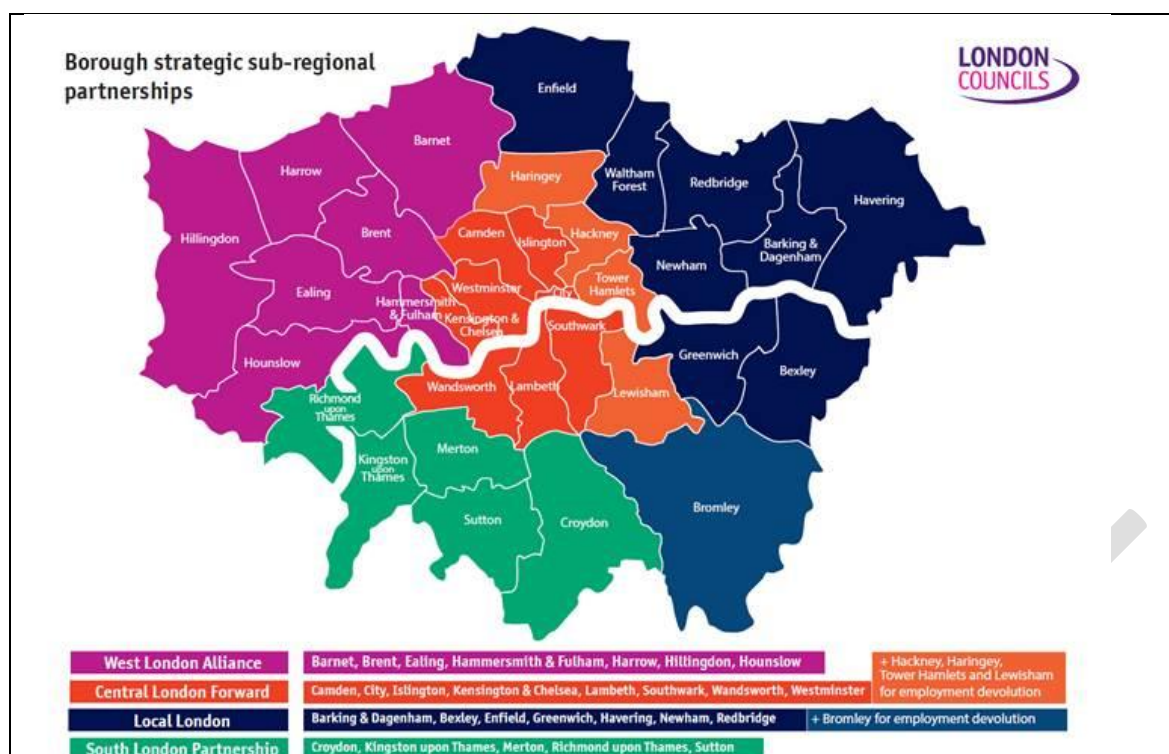
Four contracts will be awarded across London and the Managing Agent will be expected to work closely with the Sub-Regional Partnership, local authorities, local community organisations and other ESF providers in the area to deliver the Services.

ESF funded small grants programmes are already established in the boroughs of Tower Hamlets, Lambeth and Enfield. The Managing Agent will need to work closely with the key strategic partners in these boroughs to ensure that this programme complements existing or planned provision in those areas.

Local Authorities:

Four lots will be procured across the London LEP area, one per Borough Sub-Regional Partnership area as illustrated in the map below

⁴ Inclusive London, Greater London Authority, 2017



Central London Lot:

Camden
City
Hackney
Haringey
Islington
Kensington & Chelsea
Lambeth
Lewisham
Southwark
Tower Hamlets
Wandsworth
Westminster

The successful candidate must cover **all** boroughs within a Lot area.

Key Priorities:

The programme aims to support those furthest from the labour market, targeting economically inactive.

Priority groups for the programme include:

1. Parents/mothers,
2. Carers,
3. Disabled people,
4. Older people 50+,
5. BAME groups, particularly those groups with low labour market participation,
6. Migrants and refugees,

7. Homeless,
8. Ex-offenders,

Reflecting London's demographics, the LEAP want the Managing Agent to target Participants from an ethnic minority.

Activities should be tailored to Participants' needs but may include:

- Outreach and engagement activities
- Motivational activities
- Skills and training support (including referral to externally funded formal skills training)
- Information, Advice and Guidance
- Support to remove barriers to labour market participation or engagement in learning e.g. provision of childcare
- Support to address poor basic digital skills (managing information, communicating, transacting, creating and problem solving),
- Signposting and referral to specialist advice and support services
- Employability support
- Volunteering and Work placements
- Action research
- Job Brokerage

The Managing Agent should also provide capacity-building support to the organisations delivering the grants. This could include developing their expertise in providing progression routes for their Participants, and measuring success to build evidence of good practice. It should also include support to broker and build relationships between the grant recipients and statutory/strategic bodies at a local level.

Part 6: Funding and Deliverables

71. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

72. The contract will be for the value of £2,364,708.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	1676	0	£ -
CG01 Community Grant Payment			£ 2,149,734.55
CG02 Community Grant Management Cost			£ 214,973.45
PG01 Progression Paid Employment (EMP)	285	0	£ -
PG03 Progression Education (EDU)	235	0	£ -
Total of ESF Specification			£ 2,364,708.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

LONDON NORTH AND EAST – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

ESF in London is managed by the Greater London Authority who act as the Intermediate Body for ESF under the strategic direction of the Mayor and the London Economic Action Partnership (LEAP).

The LEAP produced a detailed European Structural and Investment Fund (ESIF) Strategy in 2014 (refreshed in 2016) detailing how ESF should support the capital's Jobs and Growth aims. The LEAP has been allocated approx. £529m for the delivery of the ESIF Strategy for London 2014-20.

<https://lep.london/publication/european-funding-strategy-2014-20>.

ESF in London is also underpinned by the strategic priorities outlined in the Skills for Londoners Strategy as well as the Mayor's other strategies, including the Economic Development Strategy and the Equality, Diversity and Inclusion Strategy.

Many Londoners do not have access to the opportunities that this global capital city provides. London still has above average unemployment rates; the highest proportion of people in poverty of any UK region exacerbated by the high costs of living; high numbers of Londoners are in low pay, with little chance to progress to better-paid, more secure work; there is continued and persistent gender, race and disability pay gaps; and a high number of Londoners without basic skills in literacy, English language, numeracy and digital skills.

The Mayor set out his ambitions to improve social integration⁵ as well as equality, diversity and inclusion⁶ in London. His Skills for Londoners Strategy⁷ aims to empower all Londoners to access the education and skills to participate in society and progress in education and in work. For communities, equipping Londoners with essential skills makes it possible for people from all backgrounds to contribute and live interconnected lives. Not only is adult education and training fundamental to ensuring all members of society are able to secure and progress in work, but it also has an impact on social and wellbeing outcomes that can be felt across the city.

The LEAP, through the GLA's European Programmes Management Unit, is working with the ESF Co-Financing Organisations to ensure a comprehensive package of ESF provision is in place for the second half of the ESF 2014-20 programme to tackle London's challenges. More information about the London

⁵ All of Us, the Mayor's Social Integration Strategy, Greater London Authority, 2018

⁶ Inclusive London, Greater London Authority, 2017,
<https://www.london.gov.uk/sites/default/files/mayors-equality-diversity-inclusion-strategy.pdf>

⁷ Skills for Londoners, Greater London Authority, 2018

ESF 2014-20 programme can be found at
https://lep.london/content_page/european-social-fund

Some groups – including mothers and carers, disabled people, care leavers, older Londoners, homeless people and some black, Asian and minority ethnic (BAME) groups – remain under-represented in the workforce and are often more likely to be worse-off than other Londoners.⁸ Frontline community groups and voluntary organisations can often be best placed to engage with these groups. They play a vital role in building the trust of the most vulnerable and in need in local communities, working with them to improve resilience, reduce social isolation, develop skills, and bring them closer to the labour market.

The LEAP will invest £6m of ESF to deliver a London-wide Community Grants programme. Working with the voluntary and community sector, the programme will support people with multiple and complex barriers to participation to address these underlying issues and to move closer to or into the labour market.

Four contracts will be awarded across London and the Managing Agent will be expected to work closely with the Sub-Regional Partnership, local authorities, local community organisations and other ESF providers in the area to deliver the Services.

ESF funded small grants programmes are already established in the boroughs of Tower Hamlets, Lambeth and Enfield. The Managing Agent will need to work closely with the key strategic partners in these boroughs to ensure that this programme complements existing or planned provision in those areas.

Local Authorities:

Four lots will be procured across the London LEP area, one per Borough Sub-Regional Partnership area as illustrated in the map below

⁸ Inclusive London, Greater London Authority, 2017

Borough strategic sub-regional partnerships



North & East London Lot (Local London):

Barking & Dagenham
Bexley
Bromley
Enfield
Greenwich
Havering
Newham
Redbridge
Waltham Forest

The successful candidate must cover **all** boroughs within a Lot area.

Key Priorities:

The programme aims to support those furthest from the labour market, targeting economically inactive.

Priority groups for the programme include:

9. Parents/mothers,
10. Carers,
11. Disabled people,
12. Older people 50+,
13. BAME groups, particularly those groups with low labour market participation,
14. Migrants and refugees,
15. Homeless,
16. Ex-offenders,

Reflecting London's demographics, the LEAP want the Managing Agent to target Participants from an ethnic minority.

Activities should be tailored to Participants' needs but may include:

- Outreach and engagement activities
- Motivational activities
- Skills and training support (including referral to externally funded formal skills training)
- Information, Advice and Guidance
- Support to remove barriers to labour market participation or engagement in learning e.g. provision of childcare
- Support to address poor basic digital skills (managing information, communicating, transacting, creating and problem solving),
- Signposting and referral to specialist advice and support services
- Employability support
- Volunteering and Work placements
- Action research
- Job Brokerage

The Managing Agent should also provide capacity-building support to the organisations delivering the grants. This could include developing their expertise in providing progression routes for their Participants, and measuring success to build evidence of good practice. It should also include support to broker and build relationships between the grant recipients and statutory/strategic bodies at a local level.

Part 6: Funding and Deliverables

73. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

74. The contract will be for the value of £1,748,120.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	1239	0	£ -
CG01 Community Grant Payment			£ 1,589,200.00
CG02 Community Grant Management Cost			£ 158,920.00
PG01 Progression Paid Employment (EMP)	211	0	£ -
PG03 Progression Education (EDU)	173	0	£ -
Total of ESF Specification			£ 1,748,120.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

LONDON SOUTH – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

ESF in London is managed by the Greater London Authority who act as the Intermediate Body for ESF under the strategic direction of the Mayor and the London Economic Action Partnership (LEAP).

The LEAP produced a detailed European Structural and Investment Fund (ESIF) Strategy in 2014 (refreshed in 2016) detailing how ESF should support the capital's Jobs and Growth aims. The LEAP has been allocated approx. £529m for the delivery of the ESIF Strategy for London 2014-20.

<https://lep.london/publication/european-funding-strategy-2014-20>.

ESF in London is also underpinned by the strategic priorities outlined in the Skills for Londoners Strategy as well as the Mayor's other strategies, including the Economic Development Strategy and the Equality, Diversity and Inclusion Strategy.

Many Londoners do not have access to the opportunities that this global capital city provides. London still has above average unemployment rates; the highest proportion of people in poverty of any UK region exacerbated by the high costs of living; high numbers of Londoners are in low pay, with little chance to progress to better-paid, more secure work; there is continued and persistent gender, race and disability pay gaps; and a high number of Londoners without basic skills in literacy, English language, numeracy and digital skills.

The Mayor set out his ambitions to improve social integration⁹ as well as equality, diversity and inclusion¹⁰ in London. His Skills for Londoners Strategy¹¹ aims to empower all Londoners to access the education and skills to participate in society and progress in education and in work. For communities, equipping Londoners with essential skills makes it possible for people from all backgrounds to contribute and live interconnected lives. Not only is adult education and training fundamental to ensuring all members of society are able to secure and progress in work, but it also has an impact on social and wellbeing outcomes that can be felt across the city.

The LEAP, through the GLA's European Programmes Management Unit, is working with the ESF Co-Financing Organisations to ensure a comprehensive package of ESF provision is in place for the second half of the ESF 2014-20 programme to tackle London's challenges. More information about the London

⁹ All of Us, the Mayor's Social Integration Strategy, Greater London Authority, 2018

¹⁰ Inclusive London, Greater London Authority, 2017,
<https://www.london.gov.uk/sites/default/files/mayors-equality-diversity-inclusion-strategy.pdf>

¹¹ Skills for Londoners, Greater London Authority, 2018

ESF 2014-20 programme can be found at
https://lep.london/content_page/european-social-fund

Some groups – including mothers and carers, disabled people, care leavers, older Londoners, homeless people and some black, Asian and minority ethnic (BAME) groups – remain under-represented in the workforce and are often more likely to be worse-off than other Londoners.¹² Frontline community groups and voluntary organisations can often be best placed to engage with these groups. They play a vital role in building the trust of the most vulnerable and in need in local communities, working with them to improve resilience, reduce social isolation, develop skills, and bring them closer to the labour market.

The LEAP will invest £6m of ESF to deliver a London-wide Community Grants programme. Working with the voluntary and community sector, the programme will support people with multiple and complex barriers to participation to address these underlying issues and to move closer to or into the labour market.

Four contracts will be awarded across London and the Managing Agent will be expected to work closely with the Sub-Regional Partnership, local authorities, local community organisations and other ESF providers in the area to deliver the Services.

ESF funded small grants programmes are already established in the boroughs of Tower Hamlets, Lambeth and Enfield. The Managing Agent will need to work closely with the key strategic partners in these boroughs to ensure that this programme complements existing or planned provision in those areas.

Local Authorities:

Four lots will be procured across the London LEP area, one per Borough Sub-Regional Partnership area as illustrated in the map below

¹² Inclusive London, Greater London Authority, 2017

Borough strategic sub-regional partnerships



South London Lot:

Croydon
Kingston upon Thames
Merton
Richmond upon Thames
Sutton

The successful candidate must cover **all** boroughs within a Lot area.

Key Priorities:

The programme aims to support those furthest from the labour market, targeting economically inactive.

Priority groups for the programme include:

17. Parents/mothers,
18. Carers,
19. Disabled people,
20. Older people 50+,
21. BAME groups, particularly those groups with low labour market participation,
22. Migrants and refugees,
23. Homeless,
24. Ex-offenders,

Reflecting London's demographics, the LEAP want the Managing Agent to target Participants from an ethnic minority.

Activities should be tailored to Participants' needs but may include:

- Outreach and engagement activities
- Motivational activities
- Skills and training support (including referral to externally funded formal skills training)
- Information, Advice and Guidance
- Support to remove barriers to labour market participation or engagement in learning e.g. provision of childcare
- Support to address poor basic digital skills (managing information, communicating, transacting, creating and problem solving),
- Signposting and referral to specialist advice and support services
- Employability support
- Volunteering and Work placements
- Action research
- Job Brokerage

The Managing Agent should also provide capacity-building support to the organisations delivering the grants. This could include developing their expertise in providing progression routes for their Participants, and measuring success to build evidence of good practice. It should also include support to broker and build relationships between the grant recipients and statutory/strategic bodies at a local level.

Part 6: Funding and Deliverables

75. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

76. The contract will be for the value of £539,043.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	383	0	£ -
CG01 Community Grant Payment			£ 468,733.04
CG02 Community Grant Management Cost			£ 70,309.96
PG01 Progression Paid Employment (EMP)	65	0	£ -
PG03 Progression Education (EDU)	54	0	£ -
Total of ESF Specification			£ 539,043.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

LONDON WEST – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

ESF in London is managed by the Greater London Authority who act as the Intermediate Body for ESF under the strategic direction of the Mayor and the London Economic Action Partnership (LEAP).

The LEAP produced a detailed European Structural and Investment Fund (ESIF) Strategy in 2014 (refreshed in 2016) detailing how ESF should support the capital's Jobs and Growth aims. The LEAP has been allocated approx. £529m for the delivery of the ESIF Strategy for London 2014-20.

<https://lep.london/publication/european-funding-strategy-2014-20>.

ESF in London is also underpinned by the strategic priorities outlined in the Skills for Londoners Strategy as well as the Mayor's other strategies, including the Economic Development Strategy and the Equality, Diversity and Inclusion Strategy.

Many Londoners do not have access to the opportunities that this global capital city provides. London still has above average unemployment rates; the highest proportion of people in poverty of any UK region exacerbated by the high costs of living; high numbers of Londoners are in low pay, with little chance to progress to better-paid, more secure work; there is continued and persistent gender, race and disability pay gaps; and a high number of Londoners without basic skills in literacy, English language, numeracy and digital skills.

The Mayor set out his ambitions to improve social integration¹³ as well as equality, diversity and inclusion¹⁴ in London. His Skills for Londoners Strategy¹⁵ aims to empower all Londoners to access the education and skills to participate in society and progress in education and in work. For communities, equipping Londoners with essential skills makes it possible for people from all backgrounds to contribute and live interconnected lives. Not only is adult education and training fundamental to ensuring all members of society are able to secure and progress in work, but it also has an impact on social and wellbeing outcomes that can be felt across the city.

The LEAP, through the GLA's European Programmes Management Unit, is working with the ESF Co-Financing Organisations to ensure a comprehensive package of ESF provision is in place for the second half of the ESF 2014-20 programme to tackle London's challenges. More information about the London

¹³ All of Us, the Mayor's Social Integration Strategy, Greater London Authority, 2018

¹⁴ Inclusive London, Greater London Authority, 2017, <https://www.london.gov.uk/sites/default/files/mayors-equality-diversity-inclusion-strategy.pdf>

¹⁵ Skills for Londoners, Greater London Authority, 2018

ESF 2014-20 programme can be found at
https://lep.london/content_page/european-social-fund

Some groups – including mothers and carers, disabled people, care leavers, older Londoners, homeless people and some black, Asian and minority ethnic (BAME) groups – remain under-represented in the workforce and are often more likely to be worse-off than other Londoners.¹⁶ Frontline community groups and voluntary organisations can often be best placed to engage with these groups. They play a vital role in building the trust of the most vulnerable and in need in local communities, working with them to improve resilience, reduce social isolation, develop skills, and bring them closer to the labour market.

The LEAP will invest £6m of ESF to deliver a London-wide Community Grants programme. Working with the voluntary and community sector, the programme will support people with multiple and complex barriers to participation to address these underlying issues and to move closer to or into the labour market.

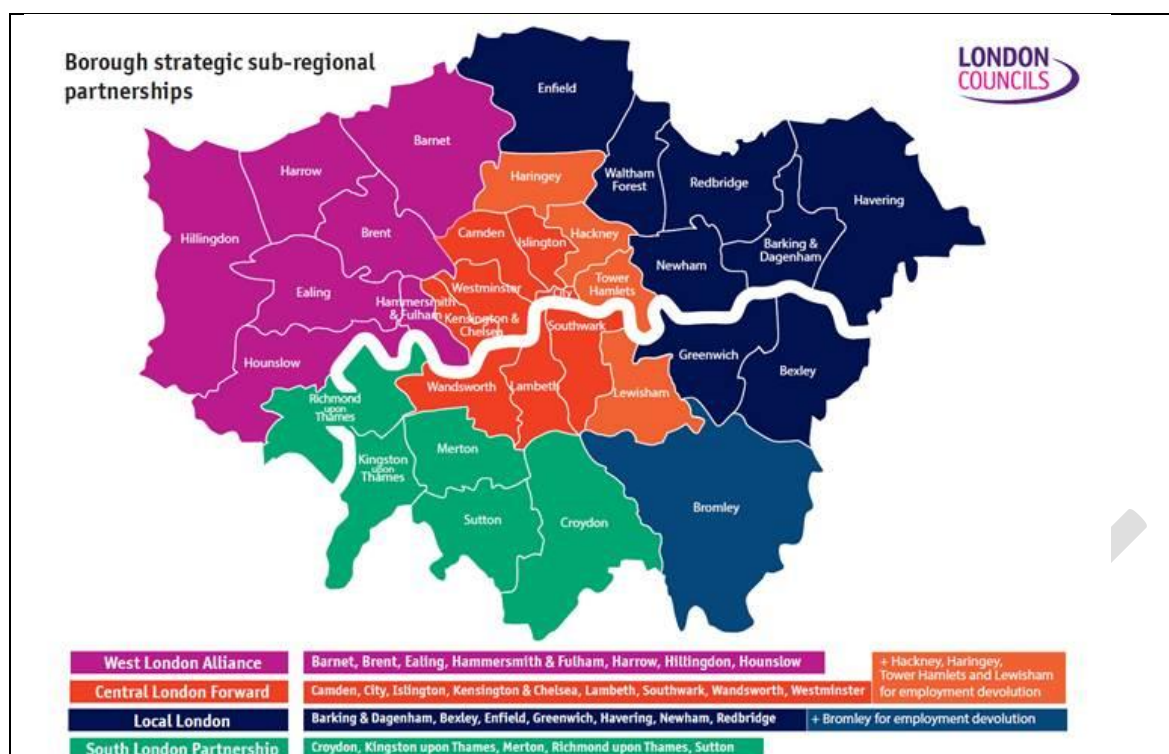
Four contracts will be awarded across London and the Managing Agent will be expected to work closely with the Sub-Regional Partnership, local authorities, local community organisations and other ESF providers in the area to deliver the Services.

ESF funded small grants programmes are already established in the boroughs of Tower Hamlets, Lambeth and Enfield. The Managing Agent will need to work closely with the key strategic partners in these boroughs to ensure that this programme complements existing or planned provision in those areas.

Local Authorities:

Four lots will be procured across the London LEP area, one per Borough Sub-Regional Partnership area as illustrated in the map below

¹⁶ Inclusive London, Greater London Authority, 2017



West London Lot:

Barnet
Brent
Ealing
Hammersmith & Fulham
Harrow
Hillingdon
Hounslow

The successful candidate must cover **all** boroughs within a Lot area.

Key Priorities:

The programme aims to support those furthest from the labour market, targeting economically inactive.

Priority groups for the programme include:

25. Parents/mothers,
26. Carers,
27. Disabled people,
28. Older people 50+,
29. BAME groups, particularly those groups with low labour market participation,
30. Migrants and refugees,
31. Homeless,
32. Ex-offenders,

Reflecting London's demographics, the LEAP want the Managing Agent to target Participants from an ethnic minority.

Activities should be tailored to Participants' needs but may include:

- Outreach and engagement activities
- Motivational activities
- Skills and training support (including referral to externally funded formal skills training)
- Information, Advice and Guidance
- Support to remove barriers to labour market participation or engagement in learning e.g. provision of childcare
- Support to address poor basic digital skills (managing information, communicating, transacting, creating and problem solving),
- Signposting and referral to specialist advice and support services
- Employability support
- Volunteering and Work placements
- Action research
- Job Brokerage

The Managing Agent should also provide capacity-building support to the organisations delivering the grants. This could include developing their expertise in providing progression routes for their Participants, and measuring success to build evidence of good practice. It should also include support to broker and build relationships between the grant recipients and statutory/strategic bodies at a local level.

Part 6: Funding and Deliverables

77. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

78. The contract will be for the value of £1,348,129.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	956	0	£ -
CG01 Community Grant Payment			£ 1,225,571.82
CG02 Community Grant Management Cost			£ 122,557.18
PG01 Progression Paid Employment (EMP)	163	0	£ -
PG03 Progression Education (EDU)	134	0	£ -
Total of ESF Specification			£ 1,348,129.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

NEW ANGLIA – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

New Anglia LEP and our partners recognise that a strong skills base is a pre-requisite to a growing and performing economy where local people are at the heart of economic sustainability. The Norfolk and Suffolk Economic Strategy sets out our ambition to develop a locally responsive skills and employment system that transforms skills from being an economic barrier to being a growth enabler. Our people are central to all our ambitions and goals and while some good progress has been made we want to go further and faster in supporting everyone to access opportunities in the local economy and understand the exciting local careers available to them.

We are keen to support new approaches and remove barriers to getting back into work, especially for those furthest from the labour market, and provide support for all into sustained employment. It is imperative that ESF investment assists us to move our ambitions forward.

Information on our key sectors and local opportunities can be found at https://newanglia.co.uk/our_sectors/. New Anglia also commissioned a suite of skills plans for our priority sectors. These have highlighted the key concerns of employers including hard to fill vacancies as well as key recommendations for overcoming skills shortages.

These can be found at <https://newanglia.co.uk/sector-skills-plans/> or by contacting the Skills Manager at the LEP

The skills agenda is directed with support and influence from the New Anglia Skills Board. It is a Sub Board of the main LEP Board with representation from higher and further education, local authorities, training providers, private sector businesses and government departments.

We would expect the Community Grants to support with us to drive forward our Economic Strategy including our aspirations for communities and harder to reach individuals within our New Anglia LEP area. A number of programmes already exist to support social inclusion including the [Norwich](#) and Ipswich Opportunity Areas. In addition, programmes such as [LIFT](#) also support community groups and VCSE organisations to deliver local, place based interventions. The Skills Board and local officers will work with the Managing Agent to align the deliver to activity already taking place locally.

Further information on the Norfolk and Suffolk Opportunity areas can be found at:

<https://www.gov.uk/government/publications/social-mobility-and-opportunity-areas>

Local Authorities:

Norfolk County Council

Suffolk County Council

District Councils:

1 NORTH NORFOLK

2 BROADLAND

3 KING'S LYNN AND WEST NORFOLK

4 BRECKLAND

5 NORWICH

6 GREAT YARMOUTH

7 SOUTH NORFOLK

8 WAVENEY

9 FOREST HEATH

10 ST EDMUNDSBURY

11 MID SUFFOLK

12 SUFFOLK COASTAL

13 BABERGH

14 IPSWICH

Key Priorities:

The Managing Agent must ensure that the Grant Awards panel membership includes the LEP and/or relevant Local Authority representative. The Managing Agent will be required to take part in the local Steering Group as directed by the LEP.

Clear alignment should be made with the Opportunity Areas in Norwich and Ipswich as well as with other local activity seeking to encourage social inclusion and the LEP's inclusive growth agenda.

Part 6: Funding and Deliverables

79. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

80. The contract will be for the value of £927,264.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	658	0	£ -
CG01 Community Grant Payment			£ 806,316.52
CG02 Community Grant Management Cost			£ 120,947.48
PG01 Progression Paid Employment (EMP)	112	0	£ -
PG03 Progression Education (EDU)	92	0	£ -
Total of ESF Specification			£ 927,264.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

NORTH EASTERN – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

The North East Local Enterprise Partnership's Strategic Economic Plan sets out the growth ambitions for the next 10 years, providing a clear focus on realising the potential of the whole of the North East, setting out the framework for their Growth Deal with Government and directs the resources within their agreed European Structural Investment Fund (ESIF) strategy.

Within the North East LEP Area ESIF Strategy for ESF this programme falls under Investment Priority 1.4 Support the voluntary and community sector and social enterprise (VCSE) to address multiple barriers to employment.

Further details on the North East LEP area ESIF Strategy can be found at <https://www.nelep.co.uk/wp-content/uploads/2014/10/NE-LEP-ESIF-Strategy-Full-23-June-2016.pdf>

Local Authorities:

More Developed area:

Gateshead
Newcastle Upon Tyne
North Tyneside
Northumberland
South Tyneside
Sunderland

Key Priorities:

- To deliver the Community Grants programme with a specific focus on VCSE organisations not currently in receipt of or delivering mainstream employability support provision
- To deliver the required capacity building and support to the Grant Recipients to enable them to be fully compliant with the ESFA requirements of the programme in terms of IRL, RARPA and financial, targets and output monitoring.

The organisations applying for grants will be required to:

- Undertake activities that promote social inclusion.
- Build employment and enterprise skills through the voluntary and community sector.
- Provide intensive support to help upskill Participants and move towards and enter work.
- Engage those Participants who are the hardest to reach through innovative approaches.

Priority groups are:

- Over 50s
- BAME (black, Asian and minority ethnics)
- Long term health conditions/ disabilities
- Women

And/or delivering services in geographical locations that are areas of high deprivation.

The Managing Agent must work with the Community Grant Managing Agent from the Transitional Area to establish a project steering group at the start of the Service to manage and oversee delivery of the contract. The steering group must have representation nominated by the LEP and agreed by the ESIF Committee. This shall include at least one representative from the More Developed Area of Northumberland, Tyne & Wear and one from the Transition area of County Durham. The steering group must be chaired by the Managing Agent and will need to meet on a regular basis.

To ensure sufficient local engagement is undertaken during the contract period, the Managing Agent shall commit to:

- Engaging in ESF Provider Network activity as and when required
- Being aware of and avoid duplication of existing provision

Part 6: Funding and Deliverables

81. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

82. The contract will be for the value of £1,159,799.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	822	0	£ -
CG01 Community Grant Payment			£ 1,054,362.73
CG02 Community Grant Management Cost			£ 105,436.27
PG01 Progression Paid Employment (EMP)	140	0	£ -
PG03 Progression Education (EDU)	115	0	£ -
Total of ESF Specification			£ 1,159,799.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

NORTH EASTERN - TRANSITION

GEOGRAPHY / AREA OF DELIVERY

LEP background

The North East Local Enterprise Partnership's Strategic Economic Plan sets out the growth ambitions for the next 10 years, providing a clear focus on realising the potential of the whole of the North East, setting out the framework for their Growth Deal with Government and directs the resources within their agreed European Structural Investment Fund (ESIF) strategy.

Within the North East LEP Area ESIF Strategy for ESF this programme falls under Investment Priority 1.4 Support the voluntary and community sector and social enterprise (VCSE) to address multiple barriers to employment.

Further details on the North East LEP area ESIF Strategy can be found at <https://www.nelep.co.uk/wp-content/uploads/2014/10/NE-LEP-ESIF-Strategy-Full-23-June-2016.pdf>

Local Authorities:

County Durham

Key Priorities:

- To deliver the Community Grants programme with a specific focus on VCSE organisations not currently in receipt of or delivering mainstream employability support provision
- To deliver the require capacity building and support to the grant recipients to enable them to be fully compliant with the ESFA requirements of the programme in terms of IRL, RARPA and financial, targets and output monitoring.

The organisations applying for grants will be required to:

- Undertake activities that promote social inclusion.
- Build employment and enterprise skills through the voluntary and community sector.
- Provide intensive support to help upskill Participants and move towards and enter work.
- Engage those Participants who are the hardest to reach through innovative approaches.

Priority groups

- Those facing multiple barriers to employment:
- Over 50s
- Black, Asian and minority ethnics (BAME)
- Long term health conditions/ disabilities
- Women

And/or delivering services in geographical locations that are areas of high deprivation.

The Managing Agent from the More Developed Area must work with the Managing Agent from the Transitional Area to establish a project steering group at the start of the Service to manage and oversee delivery of the Service. The group must have representation nominated by the LEP and agreed by the ESIF Committee. This must include at least one representative from the More Developed Area of Northumberland, Tyne & Wear and one from the Transition area of County Durham. The steering group must be chaired by the Managing Agent and will need to meet on a regular basis.

The ensure sufficient local engagement is undertaken during the Service period, the Managing Agent must commit to:

- Engaging in ESF Provider Network activity as and when required
- Being aware of and avoid duplication of existing provision

Part 6: Funding and Deliverables

83. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

84. The contract will be for the value of £340,200.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	242	0	£ -
CG01 Community Grant Payment			£ 283,500.00
CG02 Community Grant Management Cost			£ 56,700.00
PG01 Progression Paid Employment (EMP)	41	0	£ -
PG03 Progression Education (EDU)	34	0	£ -
Total of ESF Specification			£ 340,200.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

SOUTH EAST – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

The South East LEP (SELEP) area covers Kent, Essex, East Sussex, Medway, Southend and Thurrock and has a population of 4.2 million set to grow to nearly 5 million by 2039. Growth across a range of sectors is forecast on a significant scale and many of these are already experiencing shortages. This is coupled with significant challenges:

Across the SELEP area there are:

- 178,000 workless households
- 119,500 economically inactive people wanting a job
- 47,860 people on out of work benefits
- Over 2,150 homeless or threatened with homeless households
- 176,000 people with no qualifications
- Growing numbers of people with mental health barriers

SELEP has recently agreed a five year skills strategy to be available at <http://www.southeastlep.com> accompanied by an evidence base and would expect bids to be consistent with the ambition and priority this sets out.

www.southeastlep.com/our-strategy/skills/

As set out in the Skills Strategy, SELEP is committed to building an economy which provides opportunities for all and delivers inclusive growth. Evidence is clear that access to a long-term job is fundamental to many barriers faced by individuals including mental health, homelessness, ex- offenders and people with disabilities.

SELEP believes that small organisations play a crucial role in supporting individuals and in having a local presence and network essential for providing support.

Local Authorities:

Essex
Southend
Thurrock
Kent
Medway
East Sussex

Key Priorities:

The objective of the community grant is to enable locally targeted support for areas of need as consistent with the challenges set out in the SELEP Skills Strategy and to:

- Develop the capacity of the community and to meet local needs.
- Undertake activities that promote social inclusion.

- Build employment and enterprise skills through the voluntary and community sector.
- Provide intensive support to help upskill individuals and move towards and enter work.
- To engage those individuals who are the hardest to reach through innovative approaches.

The Managing Agent will ensure that a representative of the LEP and relevant local skills board are full members of the grant-awarding panel and awarding body to ensure that grants fit with local need and is operating effectively.

The Managing Agent will ensure that the Services are delivered throughout the SELEPs federated areas of Greater Essex, Kent and Medway and East Sussex.

Delivery should involve collaboration with current relevant ESF and local programmes and facilities invested in by the LEP. Examples are available at http://www.southeastlep.com/images/uploads/resources/SELEP_brochure_%28ESF_and_Skills_Capital%29.pdf

Part 6: Funding and Deliverables

85. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

86. The contract will be for the value of £709,859.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	504	0	£ -
CG01 Community Grant Payment			£ 617,268.70
CG02 Community Grant Management Cost			£ 92,590.30
PG01 Progression Paid Employment (EMP)	86	0	£ -
PG03 Progression Education (EDU)	71	0	£ -
Total of ESF Specification			£ 709,859.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

SOUTH EAST MIDLANDS – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

South East Midlands Local Enterprise Partnership (SEMLEP) are in the midst of a period of substantial change, politically, economically and in terms of a technological revolution that is rapidly re-shaping the way we live, work and do business. With the recent merger between SEMLEP and Northamptonshire LEP, now is the right time to review success, consider challenges and focus on opportunities. For us to continue to deliver the growth and prosperity we have seen in recent years, our priority is to create conditions for stronger, sustainable and productivity-led growth, with our strengths in innovation at the forefront.

In all our proposed activities, we anticipate cross-cutting benefits of sustainability and the promotion of equality. To ensure the value of ESIF funds is maximised locally, we plan to ensure that our Programme is open and accessible across the private, public, voluntary and community sectors.

The SEMLEP area has followed the UK three-year economic trend of increasing employment with higher economic activity and overall employment than UK and EU27 averages in every category studied. SEMLEP is committed to ensure that economic growth and prosperity are shared throughout the areas and that social and economic exclusion are tackled through ESF investments. Community Grants offer flexible support to small organisations who normally are unable to access ESF funding.

For further information please refer to:

- Details of the [South East Midlands local ESIF Strategy](#)
- Details of the [Northamptonshire Enterprise Partnership local ESIF Strategy](#)
- Details of the [South East Midlands 2017-2020 Implementation Plan](#)
- Details of the [South East Midlands 2017 ESF Data Refresh](#)
- Details of the [South East Midlands Skills Strategy](#)
- Details of 2015 IMD report
[:http://www.semlep.com/modules/downloads/download.php?file_name=1055](http://www.semlep.com/modules/downloads/download.php?file_name=1055)

South East Midlands Partnership and Northamptonshire Enterprise Partnership merged in 2017 and serve the whole of South East Midlands including Northamptonshire. However, due to the structure of the Memorandum of Understanding with the ESF Managing Authority, ESF opt in services are procured under the pre-merger geography. There are 13 Local Authorities covering the entire SEMLEP geography, with the population split 60% SEMLEP and 40% Northamptonshire based on pre-merger geography.

Local Authorities:

South East Midlands

Grouped into largely rural areas of

- Aylesbury Vale 9.6%
 - Central Bedfordshire 13.9%
 - Cherwell 7.4%,
- and the predominantly urban areas of
- Bedford 8.4%,
 - Luton 10.9%
 - Milton Keynes 13.3%

Key Priorities:

SEMLEP will focus Community Grant delivery in Index of Multiple Deprivation [IMD] areas. Prioritising provision within these communities where services align and compliment statutory providers such as the Police Crime Commission and the Health and Social Care [NHS] sector.

England's first IMD was issued in 2007 is an opportunity to compare smaller subsections of the local authorities in SEMLEP on a relative basis to other parts of England. The study measures life quality in seven categories and ranks areas across the UK in 1500 person groupings, Lower-layer Super Output Areas [LSOAs] against one another.

While the economy across the UK has improved in the three-year cycle studied, through the IMD, it is possible to understand if areas in SEMLEP are benefiting from this economic cycle as much as other areas on a comparative basis.

Table 7.2.3, below, identifies local authority performance across all seven indices by local authority with highlighting in areas that have more than one-quarter of their LSOAs in the bottom of national ranks. Barriers to housing and services appears to be an issue to some degree in most areas. A tailored approach should be considered for Aylesbury Vale, Daventry, Bedford, Milton Keynes, Northampton, and possibly Cherwell.

Crime and disorder also appears to be a problem in predominantly urban areas. Luton [41.3%], Northampton [35.3%] and Wellingborough [29.8%].

SEMLEP area	IMD	Income	Employment	Health and disability	Education and training	Housing and services	Crime and disorder	Environment
Aylesbury Vale	2.6%	1.7%	3.5%	0.9%	12.2%	26.1%	3.5%	1.7%
Central Bedfordshire	3.2%	6.4%	3.2%	0.6%	10.2%	11.5%	14.0%	0.6%
Cherwell	4.3%	3.2%	1.1%	2.2%	15.1%	24.7%	4.3%	4.3%
Daventry	4.5%	2.3%	4.5%	2.3%	13.6%	31.8%	6.8%	6.8%
East Northamptonshire	2.1%	4.3%	6.4%	0.0%	12.8%	19.1%	6.4%	6.4%
South Northamptonshire	0.0%	0.0%	0.0%	0.0%	0.0%	19.6%	0.0%	9.8%
Bedford	13.6%	19.4%	18.4%	9.7%	18.4%	27.2%	9.7%	15.5%
Corby	29.3%	26.8%	34.1%	43.9%	53.7%	4.9%	26.8%	0.0%
Kettering	12.3%	8.8%	10.5%	8.8%	17.5%	5.3%	21.1%	8.8%
Luton	29.8%	28.9%	16.5%	19.0%	18.2%	55.4%	41.3%	17.4%
Milton Keynes	13.2%	15.1%	12.5%	9.2%	15.1%	29.6%	16.4%	1.3%
Northampton	27.1%	21.8%	17.3%	25.6%	32.3%	35.3%	35.3%	18.0%
Wellingborough	23.4%	21.3%	25.5%	8.5%	27.7%	17.0%	29.8%	6.4%

Table 7.2.3: Percentage of each local authority's LSOAs ranking in the UK's worst 20% by deprivation category.

The Managing Agent must attend the LEP ESF Providers Forum to promote alignment and streamlining of provision.

Part 6: Funding and Deliverables

87. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

88. The contract will be for the value of £1,350,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	957	0	£ -
CG01 Community Grant Payment			£ 1,227,272.73
CG02 Community Grant Management Cost			£ 122,727.27
PG01 Progression Paid Employment (EMP)	163	0	£ -
PG03 Progression Education (EDU)	134	0	£ -
Total of ESF Specification			£ 1,350,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

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- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
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Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

STOKE-ON-TRENT AND STAFFORDSHIRE – TRANSITION

GEOGRAPHY / AREA OF DELIVERY

LEP background

The five areas of focus for skills are in the **LEP Strategic Economic Plan** are:

- Higher Level Skills: Only 25% of working age people in the LEP area hold a degree-level qualification, which is nine percentage points below the average for England.
- Employability: Youth unemployment is high in our area; 18% of 16-24 year olds in Stoke-on-Trent and Staffordshire are unemployed, compared to 4% of 25 to 64 year olds.
- Career Choice: improving careers decision making and skills development as there is a poor understanding of labour market opportunities
- Business Engagement in Learning and Skills: develop greater involvement of businesses with skills provision and ensure a better match between the skills that employers look for and those delivered by education and training providers
- Learning and Skills Infrastructure: development of high quality education and training facilities

Strategic Economic Plan:

<https://www.stokestaffslep.org.uk/app/uploads/2014/04/140404-Stoke-and-Staffs-Economic-Plan-Part-1-Strategy-Website.pdf>

The Stoke-on-Trent and Staffordshire LEP Skills Strategy Priorities are:

- Careers & Employability;
- Apprenticeships;
- World Class Skills facilities and provision to improve workforce skills and ensure business can access skills needed to improve productivity and growth

Skills Strategy: <https://www.stokestaffslep.org.uk/app/uploads/2015/04/82528-ET-SKILLS-STRATEGY-JULY-2016.pdf>

ESF Skills, Employment and Social Inclusion Commissioning Plan and Prospectus 2014 – 2020 sets out the priorities and outcomes from the types of activities to meet the needs of the transition status area and support our Skills Strategy and wider labour market inclusion and employment priorities.

The strategic investment areas are:

- Skills for Employability
- Skills to support growth, innovation and enterprise
- Vocational routes into employment
- Access to employment
- Promoting social inclusion among disadvantaged groups

The Employment Skills and Enterprise Pathway ensures we deliver a programme where people and business receive a coherent and seamless offer of support.

<https://www.stokestaffslep.org.uk/app/uploads/2015/04/EU-Skills-Investment-Plan-Nov-2015.pdf>

Current **Programme Delivery Guide** sets-out the current range of ESF provision in place.

<https://www.stokestaffslep.org.uk/app/uploads/2018/05/ESIF-Delivery-Programme.pdf>

Local Authorities:

The emphasis is on engagement with Participants from all the following districts across the Stoke-on-Trent and Staffordshire LEP area.

The LEP encompasses the ten local authority areas of;

- Staffordshire County and its Districts which are
 - Cannock Chase
 - East Staffordshire
 - Lichfield
 - Newcastle-under-Lyme
 - South Staffordshire
 - Stafford
 - Staffordshire Moorlands
 - Tamworth
- Stoke-on-Trent

Key Priorities:

Programme Aims:

- To develop the capacity of the community and to meet local needs.
- Undertake activities that promote social inclusion.
- Build employment and enterprise skills through the voluntary and community sector.
- Provide intensive support to help upskill Participants and move towards and enter work.
- To engage those Participants who are the hardest to reach through innovative approaches.

The projects are to include a range of activities including:

- Upskilling and supporting basic skills and undertake an initial assessment of learner starting points, including English and math skills
- Clear learning aims and SMART learning outcomes that will result in adults being better prepared to move on to further learning, work or volunteering
- Work related activity or experience and voluntary work
- Information and support relating to further learning and work
- Confidence building and personal, social development, including softer skills development
- Engagement activities to support overcoming barriers to learning and employment
- Activities that are inclusive and address local needs

All activities must complement and avoid duplication with other provision and in particular to complement the Big Lottery Building Better Opportunities programme.

Part 6: Funding and Deliverables

89. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

90. The contract will be for the value of £900,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	638	0	£ -
CG01 Community Grant Payment			£ 782,608.70
CG02 Community Grant Management Cost			£ 117,391.30
PG01 Progression Paid Employment (EMP)	108	0	£ -
PG03 Progression Education (EDU)	89	0	£ -
Total of ESF Specification			£ 900,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

SWINDON AND WILTSHIRE – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

Swindon and Wiltshire Local Enterprise Partnership (SWLEP) area has a growing population of 706,300 residents with 69% of the population living in Wiltshire and the remaining 217,900 living in Swindon Borough.

It is a diverse area, with remote rural landscapes interspersed by a dozen market towns with four urban centres; Trowbridge, Salisbury and Chippenham in Wiltshire, and Swindon, which itself has a different socio-economic make-up from most of Wiltshire.

Most of the population in Wiltshire live in urban centres or market towns, though around 25% of population lives in villages of less than 1,000 people. There are some wards with multiple deprivation in Trowbridge and Salisbury.

Unemployment is most concentrated in particular wards in Swindon. Four wards account for a quarter of the unemployment in the Borough – Central; Parks; Gorsehill and Pinehurst. Other priority areas in Swindon are Walcot, Toothill, Moredon, Meadowcroft, and Penhill. However, social exclusion and disadvantage occurs in all places, with some individuals disadvantaged through remoteness and poor access to services and poor visibility by social support services.

Whilst the unemployment rate is low and below national average at 4%, there are significant numbers of inactive people - with over 67,000 in total - and those reporting as long-term sick numbering around 15,000 people. There is a significant number of young adults (broadly 18 - 30 years old) with learning and educational needs who require support towards and into work, or risk becoming long-term unemployed and inactive.

Wiltshire and Swindon have a mixed and diverse economy, with an extensive military presence in southern Wiltshire around Salisbury Plain, at Tidworth, Amesbury and Warminster.

Community Grant aided projects should aim cover the entire LEP area. Projects should be accessible to all eligible individuals wherever they live, however, geographically targetted projects and initiatives may be appropriate in some places.

The Swindon and Wiltshire ESIF Strategy addresses social exclusion in its section on Activity 4.4. This outlines the aims of the programme to tackle the multiple barriers that prevent sustained employment and socially and financially exclude people.

Local partners are keen for a Community Grants Managing Agent, which can work alongside existing structures, including Building Bridges, on projects which provide complementary and additional services. Most importantly, Community Grants should be made to support eligible participants towards and into work, self-employment, volunteering and learning.

The Managing Agent should be cognisant of, and willing to work with other ESF Services dealing with the NEET group, the [Building Bridges](#) programme and its providers, the [HMPPS](#) programme delivered locally by the Shaw Trust, as well as Local Authority teams, for example [MASH](#) in Wiltshire and [Family Service](#) team in Swindon.

As a proactive local enterprise partnership, a representative will join the steering group.

Local Authorities:

Swindon Borough Council
Wiltshire Council

Key Priorities:

The Managing Agent must manage grants that provide additional value to other work ongoing in the area, and which are complementary to the delivery of those services.

Grants should be for a minimum of £5,000 up to the stated maximum of £20,000

The Managing Agent will need to ensure grants are focused on tackling the following three priorities:

- Priority 1 – Enterprise support service to tackle financial exclusion
- Priority 2 – Establishing routes towards and into work with employers
- Priority 3 – Promoting inclusion through learning and volunteering

The Managing Agent will need to agree with SWLEP its criteria for selecting grant awards.

A senior officer or board member familiar with the purpose of the community grants will represent the SWLEP on the grant award decision-making body.

Part 6: Funding and Deliverables

91. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

92. The contract will be for the value of £177,465.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	126	0	£ -
CG01 Community Grant Payment			£ 147,887.50
CG02 Community Grant Management Cost			£ 29,577.50
PG01 Progression Paid Employment (EMP)	21	0	£ -
PG03 Progression Education (EDU)	18	0	£ -
Total of ESF Specification			£ 177,465.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

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- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

TEES VALLEY – TRANSITION

GEOGRAPHY / AREA OF DELIVERY

LEP background

Tees Valley Strategic Economic Plan - The Industrial Strategy for Tees Valley 2016-2026

<https://teesvalley-ca.gov.uk/wp-content/uploads/2016/12/TVCA207-SEP-Document-Full-WEB.pdf>

Tees Valley European Structural and Investment Funds Strategy

<https://teesvalley-ca.gov.uk/wp-content/uploads/2016/10/TV-CA-ESIF-Strategy-Doc-Update-DCLG-April-16.pdf>

Tees Valley Education, Employment and Skills Plan, 'Inspiring Our Future' 2018-2021

<https://teesvalley-ca.gov.uk/wp-content/uploads/2018/04/EES-Strategy-Brochure-LRez.pdf>

Covering over 3,300 square miles and located on the North East coast, the Tees Valley Local Enterprise Partnership (LEP) area comprises five Local Authority Areas - Darlington, Hartlepool, Middlesbrough, Redcar & Cleveland and Stockton-on-Tees.

The Tees Valley has a total population of 672,500 and offers over 303,500 jobs across some 16,500 businesses and through self-employment.

Tees Valley has a world-class reputation across its key sectors - Advanced Manufacturing; Process, Chemicals and Energy; Logistics; Health and Biologics; Digital and Creative; Culture and Leisure; and Business and Professional Services. It also has an established infrastructure and supply chain in the offshore, advanced manufacturing and engineering, chemicals and process and logistics sectors and key emerging sectors include life sciences, digital, energy and renewable, construction and business services.

All of these sectors are key to the economic development of the area and are all seeing growth and significant investment. With this investment, and that in infrastructure and facilities, we are creating sectors that are full of potential for future investors.

High volume replacement is expected in, but not exclusive to, Public administration, defence and education; IT, media and other service industries; Production industries; Professional and business services and Healthcare with 46% of high volume replacement jobs being across a range of levels, including entry level jobs offered as part-time opportunities and apprenticeships. However, there are skill shortages across most of our key sectors, and many employers cite a lack of access to skilled workers as their greatest barrier to growth.

The Tees Valley ESIF Strategy (April 2016) provides synergy between our European aims, our agreed City Deal, Devolution Deal and Growth Deal – and the funds we have at our disposal through the Tees Valley Investment Fund, Local Growth Fund and local partners' investment.

Local Authorities:

Darlington
Hartlepool
Middlesbrough
Redcar & Cleveland
Stockton-on-Tees

Key Priorities:

The Service will be delivered in all Local Authority areas in the Tees Valley LEP area and the area is a Transitional area.

The Service must engage and work with local partners and stakeholders, including but not exclusively, the Tees Valley Education, Employment & Skills Partnership Board. The Service must demonstrate complementarity to and not duplicate existing provision in Tees Valley and ensure that projects supported by a Grant do not negatively impact the Participant accessing support.

There are 1,300 third sector organisations within Tees Valley that would benefit from targeted and relatively small grants to further their delivery and enable them to build capacity.

This activity would build upon the work of previous and existing small grants programmes to further enhance the community and voluntary sector within Tees Valley.

The Service will need to establish strong working links with Community and Voluntary Sector organisations in Tees Valley, Local Authorities, Jobcentre Plus, National Careers Service, public and private sector employers and relevant local economic partners.

The Service must provide a rolling programme for Grant applications and make available the opportunity should the Tees Valley LEP wish to nominate a representative to sit on the Grant Awarding Panel.

The Service would also expect to improve community capacity building, and partnership working.

93. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

94. The contract will be for the value of £2,970,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	2105	0	£ -
CG01 Community Grant Payment			£2,700,000.00
CG02 Community Grant Management Cost			£270,000.00
PG01 Progression Paid Employment (EMP)	356	0	£ -
PG03 Progression Education (EDU)	295	0	£ -
Total of ESF Specification			£ 2,970,000.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

THAMES VALLEY BERKSHIRE – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

Thames Valley Berkshire LEP recognises that there are communities in Berkshire that have exceptional needs. The English Indices of Deprivation (IMD) measure relative deprivation in small areas in England called lower-layer super output areas (LSOAs). Overall, the IMD 2015 ranks Thames Valley Berkshire as the 5th least deprived of the 38 LEP areas. However, this masks pockets of deprivation within the sub-region. Slough is the most deprived local authority area within Berkshire (79th out of 326 local authorities). It is identified as being particularly deprived in relation to crime (ranked 14th), income deprivation facing older people (ranked 27th) and access to housing and services (ranked 30th). Reading is also more deprived than average (ranked 143rd). At the other end of the spectrum, Wokingham is ranked the 2nd least deprived local authority of all LEP areas.

Berkshire has 16 LSOAs that are amongst the 20% most deprived local areas in the country, the majority of which are in Reading and Slough.

Localised solutions need to be implemented to address worklessness and exclusion for the residents within these neighbourhoods.

Across Thames Valley Berkshire there are approximately 26,500 workless households equating to 10% of the total. 5% of households with dependent children are workless households (11,300 in total). Source: Annual Population Survey 2016

There is a need for positive interventions to ensure all those furthest from the labour market can access the employment opportunities being created in the local economy.

It is recognised that in addition to neighbourhood-based approaches to tackle specific areas of entrenched worklessness, there is a need to support people in particular communities of interest (rather than geographically focused), who share common barriers to economic and social inclusion. We recognise that the needs of individuals within such communities can be diverse; that people may face multiple forms of disadvantage; and the role that community-of-interest and self-help-based projects run by communities of interest can play in promoting social inclusion.

Additional information on the LEP and its priorities is available in the following documents

- [ESIF Strategy](#)
- STEAM strategy [Gearing up for STEAM](#)

- [2018 Skills Priority Statement](#)

More information on the Skills, Education and Employment priorities for the LEP is available on our website <http://www.thamesvalleyberkshire.co.uk/index>

Local Authorities:

West Berkshire
Reading
Bracknell
Wokingham
Royal Borough of Windsor and Maidenhead
Slough

Key Priorities:

The Managing Agent shall ensure that Services are developed and designed to:

Produce a report detailing the types of learners benefiting from the grants; what provision is being provided, the costs associated by learner and the progress made as a minimum. The detail of the plan will be discussed in more detail at the tripartite meeting and agreed with the ESFA and the, Education and Employment Strategy Group before delivery commences.

Convene a Grant Awards panel where the membership must include the LEP and/or relevant Local Authority representative.

The Managing Agent will take part in the local Steering Group as directed by the LEP.

Part 6: Funding and Deliverables

95. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

96. The contract will be for the value of £936,206.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	664	0	£ -
CG01 Community Grant Payment			£ 814,092.17
CG02 Community Grant Management Cost			£ 122,113.83
PG01 Progression Paid Employment (EMP)	113	0	£ -
PG03 Progression Education (EDU)	93	0	£ -
Total of ESF Specification			£ 936,206.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

THE MARCHES – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

The Marches LEP is made up of Herefordshire, Shropshire and Telford & Wrekin local authority areas. It is one of the largest LEPs in the country covering 2,300 square miles with a resident population of 677,700 (ONS, 2016) and home to 30,775 businesses characterised by micro businesses (89.7%) and SMEs (8.6%). The Marches vision is to create 70,000 new homes and 40,000 new jobs over the next twenty years accelerating growth and providing opportunities for all who live and work there. Priority growth sectors have been identified as advanced manufacturing and engineering, food and drink, defence and security including cyber security, environmental technologies and health and social care.

The Marches [ESIF Strategy](#) sets out local priorities for employment and skills and social inclusion. The [Marches Skills Plan](#) sets out the key skills challenges for the LEP area.

Although the Marches performs well on indicators such as economic activity, employment and unemployment there are pockets of unemployment and benefit dependency in both urban and rural areas with engrained issues of worklessness, low qualification attainment and low-income levels.

Local authority and LEP labour market statistics can be found on [NOMIS](#)
For more information about Herefordshire go to:
<https://factsandfigures.herefordshire.gov.uk/>

Overall employment in the Marches is projected to grow across most sectors while in contrast the working age population set to decline by 7% by 2033.

The Marches has a strong and well networked voluntary and community sector with 4,109 registered voluntary organisations and an estimated 2,418 community organisations making a significant contribution to economic growth.

The evidence base underpinning ESIF priorities for social inclusion can be found in [Social Exclusion in the Marches LEP](#). Key findings include an increase in the number of people facing multiple barriers to work and many groups reporting a desire to work but a lack of appropriate support services and opportunities to meet their needs.

We would expect the Managing Agent to work with partners in the area including, education and training providers including members of the Marches Skills Provider Network, community and voluntary sector organisations including those delivering the Building Better Opportunities programme led by Landau and the Talent Match project in Herefordshire and Telford and Wrekin delivered by HVOSS.

Local Authorities:

Herefordshire

Key Priorities:

The marches would like a minimum Grant of £5,000 and the maximum £20,000.

The Managing Agent must ensure the Grant Awards panel membership includes the LEP and/or relevant Local Authority representative. The Managing Agent will be required to take part in the local Steering Group as directed by the Marches LEP.

Grant recipients will be expected to meet the strategic objectives set out in the [Marches ESIF Strategy](#) and the [Marches Skills Plan](#).

Part 6: Funding and Deliverables

97. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

98. The contract will be for the value of £688,886.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	489	0	£ -
CG01 Community Grant Payment			£ 599,031.30
CG02 Community Grant Management Cost			£ 89,854.70
PG01 Progression Paid Employment (EMP)	83	0	£ -
PG03 Progression Education (EDU)	68	0	£ -
Total of ESF Specification			£ 688,886.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

THE MARCHES - TRANSITION

GEOGRAPHY / AREA OF DELIVERY

LEP background

The Marches LEP is made up of Herefordshire, Shropshire and Telford & Wrekin local authority areas. It is one of the largest LEPs in the country covering 2,300 square miles with a resident population of 677,700 (ONS, 2016) and home to 30,775 businesses characterised by micro businesses (89.7%) and SMEs (8.6%). The Marches vision is to create 70,000 new homes and 40,000 new jobs over the next twenty years accelerating growth and providing opportunities for all who live and work there. Priority growth sectors have been identified as advanced manufacturing and engineering, food and drink, defence and security including cyber security, environmental technologies and health and social care.

The Marches [ESIF Strategy](#) sets out local priorities for employment and skills and social inclusion. The [Marches Skills Plan](#) sets out the key skills challenges for the LEP area.

Although the Marches performs well on indicators such as economic activity, employment and unemployment there are pockets of unemployment and benefit dependency in both urban and rural areas with engrained issues of worklessness, low qualification attainment and low-income levels.

Local authority and LEP labour market statistics can be found on [NOMIS](#)

Further information about Telford and Wrekin can be found at:

www.telford.gov.uk/factsandfigures

Further information about Shropshire can be found at:

<https://shropshire.gov.uk/information-intelligence-and-insight>

Overall employment in the Marches is projected to grow across most sectors while in contrast, the working age population set to decline by 7% by 2033 and there is a need to address barriers to participation to maximise the economic contribution of those who can work and want to work.

The Marches has a strong and well networked voluntary and community sector with 4,109 registered voluntary organisations and an estimated 2,418 community organisations making a significant contribution to economic growth.

The evidence base underpinning ESIF priorities for social inclusion can be found in [Social Exclusion in the Marches LEP](#). Key findings include an increase in the number of people facing multiple barriers to work and many groups reporting a desire to work but a lack of appropriate support services and opportunities to meet their needs.

The Contractor will work with partners in the area including education and training providers including members of the Marches Skills Provider Network, community and voluntary sector organisations including those delivering the Building Better Opportunities programme led by Landau and the Talent Match project in Herefordshire and Telford and Wrekin delivered by HVOSS.

Local Authorities:

Shropshire
Telford
Wrekin

Key Priorities:

The Marches would like the minimum grant to be £5,000 and the maximum £20,000.

The Managing Agent must ensure that the Grant Awards panel membership includes the LEP and/or relevant Local Authority representative. The Managing Agent shall take part in the local Steering Group as directed by the Marches LEP.

Grant recipients will be expected to meet the strategic objectives set out in the [Marches ESIF Strategy](#) and the [Marches Skills Plan](#).

Part 6: Funding and Deliverables

99. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

100. The contract will be for the value of £1,749,873.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	1241	0	£ -
CG01 Community Grant Payment			£ 1,590,793.64
CG02 Community Grant Management Cost			£ 159,079.36
PG01 Progression Paid Employment (EMP)	211	0	£ -
PG03 Progression Education (EDU)	174	0	£ -
Total of ESF Specification			£ 1,749,873.00

Annex A

Guidance for Managing Agents in their assessment of bids for Community Grants

When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

WORCESTERSHIRE – MORE DEVELOPED

GEOGRAPHY / AREA OF DELIVERY

LEP background

Worcestershire Local Enterprise Partnership's vision is to build a connected, creative and dynamic economy that delivers increased prosperity for all those who choose to live, work and invest in Worcestershire.

Specifically, by 2025, to have added 25,000 jobs and increased Gross Value Added (GVA) by £2.9bn.

Worcestershire LEP is working towards three strategic objectives:

1. Create a World Class business location
2. Promote individuals with World Class skills
3. Develop World Class competitive and innovative businesses

The Service being procured will be aligned with the Worcestershire Strategic Economic Plan, European Structural and Investment Funds Strategy and Worcestershire Employment and Skills Strategy (<https://www.wlep.co.uk/resources/document-library>) and will be delivered to fulfil the second Worcestershire LEP Strategic Objective above which aims to realise people's potential and meet the skills needs of local businesses.

Worcestershire LEP, through the Worcestershire Employment & Skills Board, has identified a number of priorities in relation to employment and skills in the county:

- Skills and workforce planning: In particular, increasing the number of Apprenticeships (especially at levels 3 and 4), developing graduate level opportunities and increasing private sector skills investment.
- Strengthening the relationship between education and business: With Worcestershire Employment & Skills Board, we have developed an initiative for Worcestershire's high schools to work more closely with businesses, particularly in relation to work experience opportunities. See the new web portal for more information.
- Increasing employability: We are committed to improving the employment prospects of young people and a number of initiatives have been identified through the Employment and Skills Board.

Worcestershire LEP will work with partners to help deliver the vision set out in the SEP and ensure co-ordinated delivery of consistent, high quality programmes to all targeted client groups across Worcestershire.

Integral to this vision, is the fundamental requirement that ESF investment delivered via two Co-Financing Organisations (ESFA and BLF) provides a coherent customer-oriented support programme and delivers social and economic inclusion as a whole.

Local Authorities:

Worcestershire County Council
Bromsgrove District Council
Malvern Hills District Council
Redditch Borough Council
Worcester City Council
Wyre Forest District Council
Wychavon District Council

Key Priorities:

The Managing Agent must ensure that the Grant Awards panel membership includes the WLEP with a further member from the relevant Local Authority.

The Managing Agent will be required to take part in the local Steering Group as directed by the LEP.

The panel should draw in expertise and knowledge and manage conflict of interests.

Part 6: Funding and Deliverables

101. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

102. The contract will be for the value of £750,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	532	0	£ -
CG01 Community Grant Payment			£ 652,173.91
CG02 Community Grant Management Cost			£ 97,826.09
PG01 Progression Paid Employment (EMP)	90	0	£ -
PG03 Progression Education (EDU)	74	0	£ -
Total of ESF Specification			£ 750,000.00

Annex A

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When assessing applications for Community Grants, the Managing Agent should use reasonable endeavours to ensure that each Recipient Organisation will achieve the following:

- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.

PART 5: LOCAL SERVICE REQUIREMENTS

YORK, NORTH YORKSHIRE AND EAST RIDING MORE DEVELOPED AND TRANSITION

GEOGRAPHY / AREA OF DELIVERY

LEP background

The York, North Yorkshire and East Riding (YNYER) LEP's ESIF [Strategy and Strategic Economic Plan and Strategic Economic Update](#) set out the priorities for economic growth in the area.

Its skills priority 'Inspired People' sets out a range of objectives and activities to ensure that growing businesses have a productive workforce, young people make the right education and job choices and unemployed people get the best chances to connect to sustainable jobs. One of the key goals for the YNYER LEP Strategic Economic Plan is 'Empowered Communities delivering support and inclusion'.

The YNYER LEP is large and diverse. It includes urban centres, a long coastal strip and vast rural hinterland. Whilst York and North has a generally healthy socio-economic profile with low unemployment and higher than average skills attainment, there are pockets of deprivation which are evident in urban areas such as York and Harrogate and the coastal strip including Scarborough and Whitby. These areas have lower levels of attainment in skills, higher levels of unemployment and score highly on indices of deprivation.

The rurality of the YNYER LEP geography means many communities are isolated. Access to provision that facilitates progression to employment can be very challenging, especially for the most disadvantaged or excluded individuals. As a result there is a need for flexible, community-led provision that is able to respond to the varying needs of the people from within the community.

Small third sector organisations are likely to be well placed in the communities most at need and able to reach excluded individuals facing barriers which hinder their access to mainstream provision and facilitate their progress towards employment. A programme which makes ESF funding available in the form of small grants to appropriate third sector and other small organisations which would otherwise be unable to access ESF, will focus support on community-led activities which support these 'hardest to reach' individuals.

LOT 1 – More Developed

Local Authorities:

- North Yorkshire County Council
 - Craven District Council
 - Hambleton District Council
 - Harrogate Borough Council
 - Richmondshire District Council
 - Ryedale District Council
 - Scarborough Borough Council

- Selby District Council
- City of York Council

LOT 2 – Transition**Local Authorities:**

East Riding of Yorkshire Council

Key Priorities:

The Managing Agent shall ensure that the Grant Awards panel membership includes the LEP and grants must cover the full geographic area of the LOT.

Grants to be a minimum of £5,000 and a maximum of £20,000

The York, North Yorkshire and East Riding LEP would welcome organisations that can deliver across both the geographic area of York, North Yorkshire and East Riding LEP and Humber LEP either through bidding against both LOT's or via collaborative delivery post contract award.

Part 6: Funding and Deliverables

LOT 1 – More Developed

103. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

104. The contract will be for the value of £742,500.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	527	0	£ -
CG01 Community Grant Payment			£645,652.17
CG02 Community Grant Management Cost			£96,847.83
PG01 Progression Paid Employment (EMP)	90	0	£ -
PG03 Progression Education (EDU)	74	0	£ -
Total of ESF Specification			£ 742,500.00

LOT 2 – Transition

105. The Managing Agent will be paid based on the achievement of deliverables in accordance with Part 4 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

106. The contract will be for the value of £247,500.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

Table B

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	176	0	£ -
CG01 Community Grant Payment			£206,250.00
CG02 Community Grant Management Cost			£41,250.00
PG01 Progression Paid Employment (EMP)	30	0	£ -
PG03 Progression Education (EDU)	25	0	£ -
Total of ESF Specification			£ 247,500.00

Annex A

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- Active inclusion of Participants.
- Participants either entering Employment, or being engaged in job search, or being engaged in education or training, or gaining a qualification upon leaving. (*Quantified target)
- Benefits Participants who are Unemployed for 6 months or more or who are Inactive on starting provision. (*Output target)
- benefits Participants who are more distant from the labour market and who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment.

Projects funded by Community Grants can deliver a wide range of activities including but not limited to:

- First contact engagement activities, e.g. activities that benefit Participants who are not normally in contact with official organisations for example but not exclusively DWP, FE Colleges, for example by arranging events or training in places that Participants feel comfortable to visit.
- Projects to improve confidence, motivation and social integration such as sport, gardening, music, art and other creative activities.
- Developing local networks and groups to support people to get a job or access learning e.g. Job Clubs or Learning Champion type activity.
- Softer skills development e.g. assertiveness, anger management and motivation.
- Innovative approaches to attract under-represented Participant groups into learning.

Projects must be delivered by the Recipient Organisation within the Lot Area, and all funded delivery, and outcomes must occur before the end of the Contract.

*Quantified and Output targets as defined in the ESF Operational Programme.