

West Area Committee Call for Projects

Applications for Learning and Employment Experience for NEET's in the West

The Key Features expected from the proposals for this Call for Projects are:

- The applicant must have experience and infrastructure in place to deliver this type of scheme.
- Identification and provision of high quality work placements with actual employers.
- A dedicated worker/mentor who will provide intensive support to the young person and employer in order to support, maintain and develop the placement, relationship and potential employment opportunity.
- Target NEET young people aged 16-18 who are not in apprenticeship/employment or apprenticeship/employment ready, who want to enter the employment market but are the hardest to reach and are not 'traineeship ready'.
- Assess each individual to identify the development and learning needs which ensures the work placement, employer and learning opportunity are a suitable match and will meet the development and learning needs.
- Initial classroom learning to complete work preparation training, ensuring existing provision is used and duplication prevented.
- Identification of appropriate learning opportunity to run alongside the placement.
- Work experience placement to be a minimum of 3 months in length.
- Funding available to participating young people at commencement and on a weekly basis to fund associated expenses (£50 initial/£25 per week for 13 weeks) the frequency of payment to be determined by the provider. This will be in addition to any bursaries the young person may be eligible for not instead of.
- Clear and achievable progression routes for young people.
- Support for employers to identify future recruitment requirements and how the work placement scheme can meet these requirements.
- Work with partners to identify the young people, employers, learning opportunities and progression routes (i.e. NEET panels, Connexions, Local Traders and Business Associations etc)

The Project Outcomes expected from the proposals for this Call for Projects are:

- Increase engagement of employers and offer to young people.
- Increase engagement with the hardest to reach young people and reduce NEET figures in West, providing evidence of achievement.
- Focus on skills development and learning opportunities for NEET young people aged 16-18.
- It will clearly identify mechanisms to work in partnership with local employers to encourage positive relationships and to develop support for local employers to encourage work placement, training and employment opportunities.
- The project will identify clear progression routes for young people and identify and measure the routes taken by those young people who have completed the work placement (including employment).
- It will complement and add value to the current initiatives being delivered in the West area.

- The project submission should include details about the types and levels of support that will be provided in order to achieve the outcomes above including match funding.
- The project should be no longer than eighteen months from the time it is approved.
- All beneficiaries of the project will reside across the West area.
- 50 NEET young people will complete a work placement.
- Identify the number of young people of the 50 who will complete accredited learning, commence a traineeship, apprenticeship or employment.

Application 1

Funding Source	SIB
Name of Project	Work Experience in the West
Lead Organisation	Farringdon Jubilee Centre

Total cost of Project	Total Match Funding	Total SIB requested
£44,420	£0	£44,420
Project Duration	Start Date	End Date
14 months	January 2014	February 2015

The Project:

The project will provide a tailored support improvement experience for NEET young people aged 16 to 18 who are not traineeship or apprenticeship ready. Individuals will be registered with the service and complete an initial skills review and agree an individual development plan. The aim of the project will be to equip young people with the skills to move into traineeships or apprenticeships and ultimately move into employment or enterprise. It is expected the project will work with a minimum of 50 young people over a 14 month period, with each young person expected to commit to the project for 13 weeks, for a minimum of 20 hours per week. During the 20 hour weekly commitment to the project young people will spend 3 hours per week working with Jubilee Centre staff developing skills including IT, business enterprise awareness, motivation and confidence building, personal development, managing money, customer service and numeracy and literacy, with learning tailored to the individuals needs and requirements, whilst also developing their own CV and identifying progression routes beyond the initial 13 week programme. Towards the end of the 13 week placement Jubilee Centre work will work with the placement providers to encourage them to take advantage of the Job Centre Plus 'wage incentive programme' to encourage employers to recruit NEET young people.

The project expects to work with the hardest to reach NEET young people and will support them at levels appropriate to their need, therefore some young people may require less support and be ready to move into a work placement more quickly than others therefore the initial centre based contact maybe longer for some until they are confident to go out and gain some real work experience. However it is expect to have all young people at their work placement from week three of their registration with the programme. The young people will receive an initial £50 registration payment and will receive a further £25 per week of full weeks worked, this money will be to cover travel expenses and also other work placement associated costs.

Already in place are potential placements with partner organisations to develop relevant work skills. The placements for the young people will be in areas that they are interested in looking for employment. Whilst on their placements regular contact and

support will be offered to both the employer and the young person to identify if there are any problems and to monitor how the young person is developing. Along with this each young person will continue to attend the Jubilee Centre on a weekly basis where they will look for employment and develop skills as necessary.

Strong partnership referral mechanisms have been developed with statutory, voluntary, public and private sector organisations to ensure support can be offered to the highest number of NEET young people and also to provide the most appropriate work placements. Connexions are keen to see this project be established and have identified potential young people to refer into the programme with currently 122 west young people eligible. Along with this the project have spoken to current apprenticeship and traineeship providers, specifically Springboard Training and Gentoo and they have expressed an interest in referring ineligible NEETS to this project and also coming along to discuss progression routes post project with NEETS who have developed work experience skills and are coming to the end of their 13 week programme with us.

On completion of the project it is expected that 70 % of NEET young people will have moved into either education or training. Their progress will be tracked post 13 weeks and support them should they need further direction, we will also continue to support those who have not yet moved into employment or education with weekly 1 to 1 job matching and support sessions to move them closer to the labour market and ensuring everyone get the support they require. On completion of the 14 month project they will ensure that all young people and future NEETs have been referred to services across the area to ensure they are able to get additional support as required.

All work placement providers will have a full assessment and health and safety check to ensure young people are safeguarded and supported in the environment they are working in. Regular weekly contact with employers to ensure timesheets are completed and that the young person is attending and showing commitment to the work placement will be made

Need identified:

The majority of the West Area of Sunderland falls within areas of serious deprivation in the lowest 25 percentile nationally, with low educational attainment, high unemployment, and high levels of NEET young people. The development of the Traineeship Programme has addressed some of the problems by providing opportunities for young people to develop skills with a goal to move into employment, however there are still persistent problems with the hardest to reach young people currently not engaged with the traineeships or other formal learning or employment. Currently within the West Area of Sunderland Connexions are aware of 122 NEET young people with this number set to increase within the lifespan of this project as young people leave school in September 2014.

The clear need for this project is the number of young people requiring help within the area with increasing NEET young people later becoming unemployed adults due to lack of skills and experience, therefore with this project we can prevent this from happening with the cohort by raising aspirations as well as skills and tackle this increasing trend to long term unemployment.

Partnership and collaboration:

There is currently some delivery across the West Area of Sunderland supporting NEET young people, with employability and worklessness support from some established and successful Community Voluntary Sector projects. However there is

currently no provision of NEET work placement opportunities being offered. We will therefore ensure that the good work currently being offered is recognised and that we work with these organisations with a two way referral mechanism ensuring that relevant NEET young people are referred to this project and young people completing their 13 week programme if not moved into employment or enterprise are referred back to the existing support.

Currently there are Partnership arrangements to support potential work placements and a positive response from local community and Youth Organisations have been received who are interested in providing work placement opportunities for the NEET young people. The following organisations have shown an interest in the delivery of the project; A690 Youth initiative, St Marys and St Peters Community Project, Farringdon Community Shop, and local small businesses who have been supported within the business start-up are interested in partnering and offering work placements including a grocery store, a florists and a local plumber,

The project will also work closely with connexions and the Volunteer Centre that will refer to the project and support with potential placements. Current in place are strong partnership links with Farringdon Community Academy and Sandhill School and we intend to forge links with other secondary schools within the west to raise awareness of the project and inform school leavers where they can get support after school.

Outputs for the project:

Output Code	Description	Number
P1	Number of people going into employment	15
P2	Number of young people aged 16-18 years old not in employment, education or training encouraged into further education and employment	50
P6	Number of people receiving further job training	45

Milestones and Key Events:

Milestones and Key Events	Forecast Dates
Launch and begin recruitment for the project	3 rd February 2014
Induct first group of 10 young people and move into placements	17 th February 2014
Induct 10 young people and move into placements repeat on a bi monthly basis	17 th March 2014
13 week review and progress plans with young people - on-going bi monthly	28 th April 2014
Mid-term review and evaluation	7 th August 2014

Financial Information:

Item and Description	Total Costs	Match Funding	SIB Contribution
NEET Young Person Expenses	£17,500	-	£17,500
NEET Guidance Workers x 2 part time	£23,940	-	£23,940
DBS for young people estimated 20	£880	-	£880
Stationary, postage and telephone charges	£2,100	-	£2,100
Total	£44,420	-	£44,420

Match Funding: No match funding**Appraisal:**

Section	Scoring Criteria	Scoring
1.	<p>Organisation based Locally</p> <p>Reasons for scoring: The organisation is based within the West area of the city and will target young people resident in the West.</p>	5/5
2.	<p>Essential Requirements of Organisation</p> <p>Reasons for scoring: The organisation meets the essential requirements and this is referenced in the application and evidence provided.</p>	5/5
3.	<p>Addresses Priority of the Work Plan</p> <p>Reasons for scoring: The project addresses the workplan in that it will engage with NEET young people resident in the West area of the city, with the outcomes of moving NEET young people into further employment and enterprise.</p>	5/5
4.	<p>Project Description</p> <p>Reasons for scoring: A good description was provided advising what the project will do and proposed outcomes. However, it does not advise if supportive employers are on board or how proactive relationships with employers will be developed.</p>	4/5
5.	<p>Identified Need for the Project</p> <p>Reasons for scoring: The applicant has identified evidence to address the need of the project and provided statistics on the current number of NEET young people. Some consultation/research has been undertaken with NEET young people already involved in a current project with the applicant.</p>	4/5
6.	<p>Relevant Agencies involved in development of project to stop duplication</p>	4/5

	<p>Reasons for scoring: Current delivery across the West area in supporting NEET young people with employability and worklessness support has been identified but no work placement opportunities. Partnership arrangements and links have been identified and interest from local businesses and organisations in place to support potential work placement opportunities.</p>	
7.	<p>Outcomes of the Project Reasons for scoring: Outputs in relevant quarters of the project identified. Conflicting information in the project description and outputs. Number of young people into employment, education and training identified as 50 in outputs but 70% in project description. Number of people receiving job training identified in outputs as 45 but project outcomes expected at 50.</p>	3/5
8.	<p>Beneficiaries of the Project and how measured Reasons for scoring: Clear about the outcomes that will be delivered with beneficiaries identified. Success will be measured by IDP's and agreed goals used as a benchmark to measure improvements. Insufficient detail on how success will be tracked and measured for the individual and project. Not clear about what support would be provided to employers.</p>	4/5
9.	<p>Significant Risks to deliver the project and how minimised Reasons for scoring: Some risks identified and an explanation how these will be minimised but additional potential risks not fully considered.</p>	4/5
10.	<p>Project costs and calculations Reasons for scoring: Incorrect calculations for NEET payments. No salary cost defined only hours No detailed breakdown of costs in order to check calculations.</p>	2/5
11.	<p>Match Funding Reasons for scoring: No match funding.</p>	0/5
12.	<p>Sustainability of Project after SIB has ended Reasons for scoring: Support will be continued via mainstream delivery without incentive. Referral to partners to deliver NEET support. No explanation why incentives could not continue to be offered. Do not advise who partners are and where the young people would be referred to. Support not clear expansion on explanation required. No description or explanation as to how further funding would</p>	2/5

	be sourced to continue project.	
13.	Other Options considered and evidence of value for money Reasons for scoring: Very brief alternative options described with no real explanation as to why the selected option was chosen.	3/5
14.	Management, Monitoring and Milestones of Project Reasons for scoring: Milestones realistic to programme. Information included on management systems for project and staff, further explanation required on how expenditure, outputs and outcomes would be monitored.	4/5
15.	Previous Track record of delivery of similar Project Reasons for scoring: Evidence provided of a successful track record in delivering similar projects. Evidence of working with various other funders to deliver similar projects. As part of an existing programme regular work placements and volunteering is arranged and individuals supported to develop work related skills.	5/5
16.	Equal Opportunities Reasons for scoring: Commitment to equal opportunities demonstrated.	5/5
Total		59/80

This application has been submitted through Area Committee's Call for Projects and using the formal SIB Governance protocols and guidance, the application has been assessed and has scored 59 out of 80.

Application 2

Funding Source	SIB
Name of Project	Work Experience in the West
Lead Organisation	Youth Almighty Project

Total cost of Project	Total Match Funding	Total SIB requested
£49,500	£5,000	£44,500
Project Duration	Start Date	End Date
14 months	January 2014	February 2015

The Project:

This project will be delivered in partnership with Pallion Action Group to pool resources and expertise to maximise opportunities for young people in the West. The project will recruit from the hardest to reach young people and will work with partner organisations to identify NEET young people i.e. NEET Panels and Connexions along with identifying young people through their detached youth work and current youth provision with the target being young people aged 16 – 18 from the West Area, who are not in apprenticeship, employment, or apprenticeship, employment or traineeship ready. Dedicated workers from Youth Almighty Project and Pallion Action Group will provide intensive one to one support to these young people and work with them to achieve long term goals and short term targets with their learning and development needs and strengths identified. The project will also work with current partners to identify potential employers for work placements, learning opportunities and progressions routes for young people.

Initial work will consist of a preparation course which will be delivered over a 2 week period to the young people, with initial assessments completed. The young people will be introduced to the world of work which will support them to understand the work environment, employee roles and responsibilities, health and safety, chose future careers and prepare for employment. Intensive interventions will be provided to build positive attitudes, confidence and motivations, with the opportunity to gain career specific skills. A personalised action plan will be completed with each young person during the initial work preparation period along with matching the young people's skills with employers to create sustainability and gain motivation from the young people.

The next stage will include the workers providing the young people with a work experience placement which will be for a minimum of three months. Current partners interested include; T Mobile, Libeherr, Youth and Community Centres, Hepple Property Care, Slayco, CEED and local supermarkets. Youth Almighty Project and Pallion Action Group are both approved to deliver Btec qualifications in work skills which will also be run and delivered alongside the work experience placement.

On commencement of the program the young people will receive £50 initial payment which will then be followed by £25 per week over a 13 week period. Support from the project's workers will be provided throughout the placement to young people and the placement provider via mentoring and visits to placements on a weekly basis to maintain and develop placement opportunities. Prior to the end of the placement workers will negotiate with employers to look at the prospects of keep the young people on in paid employment and work with training providers to offer apprenticeships and further training to young people as progression routes. When placements are finished workers will continue to provide support to the young people by providing interview skills and techniques, support with job applications and

searches, build on CVS and portfolios and work with training providers to ensure young people get all the support they are entitled to.

Need identified:

Current NEET figures in the West stand at 8.6% which is the highest level across the City. Alongside this there is also a lack of support available within the West Area for 16 – 18 years olds who are NEET and eager to move into employment.

Information and data collated from the organisations current work around issues which face young people, unemployment and training is a recurring need/issue discussed with and by young people.

Partnership and collaboration:

Pallion Action Group will be the delivery partner of the project working together with Youth Almighty Project to achieve the proposed outcomes, share good practice, pool resources together to maximise outcomes for young people. Connexions/NEET Panels will also be involved sharing information to enable the project to recruit young people who are NEET, with Connexions referring young people to the program. Training providers including Pertemps, Itec, BIC, Phoenix Training, AIM High, learning curve, will be involved when the placements finish to offer apprenticeship's, further support and training to meet the needs of the young people. Local employers and Businesses will help provide work placement opportunities to the young people.

Outputs for the project:

Output Code	Description	Number
P1	Number of people going into employment	34
P2	Number of young people aged 16-18 years old not in employment, education or training encouraged into further education and employment	50
P6	Number of people receiving further job training	50

Milestones and Key Events:

Milestones and Key Events	Forecast Dates
Recruit first cohort of young people	21 st February 2014
Initial preparation course delivered to 1 st cohort of young people	21 st March 2014
13 young people will take part in work skills Btec award and complete work placement	20 th June 2014
Recruited a further 3 cohorts of young people who will attend initial prep to work course, take part in work skills Btec award and complete work placements	28 th February 2015
Mid-term evaluation of project	29 th August 2014
Celebration event & evaluation of project	1 st March 2015

Financial Information:

Item and Description	Total Costs	Match Funding	SIB Contribution
Salaries	£21,200	£5,000	£16,200
Accredited learning (certification, Assessors, Iv)	£2,800	-	£2,800
Start-up costs and payments for young people	£18,750	-	£18,750
Team building activities	£5,200	-	£5,200
Travel (staff visits to employers and NEET blitzes) Publicity & recruitment	£1,550	-	£1,550
Total	£49,500	£5,000	£44,500

Match Funding: Garfield Watson £5,000

Appraisal:

Section	Scoring Criteria	Scoring
1.	Organisation based Locally Reasons for scoring: The organisation is based within the West area of the city and will target young people resident in the West.	5/5
2.	Essential Requirements of Organisation Reasons for scoring: The organisation meets the essential requirements and this is referenced in the application and evidence provided.	5/5
3.	Addresses Priority of the Work Plan Reasons for scoring: The project addresses the workplan in that it will engage with NEET young people resident in the West area of the city, with the outcomes of moving NEET young people into further employment and enterprise.	5/5
4.	Project Description Reasons for scoring: A good description was provided advising what the project will do and proposed outcomes. However, it does not advise of the anticipated number of young people going into employment. Additional information would be required to clarify the progression routes for young people.	4/5
5.	Identified Need for the Project Reasons for scoring: The applicant has identified evidence to address the need of the project and provided statistics on the current number of NEET young people. Mentions West Aspirations programme being oversubscribed but no explanation of programme, target audience or why and how it is oversubscribed/overachieving, no statistics provided	3/5

	<p>to evidence. Mentions a lack of support across the city but does not evidence how this is known, no evidence provided.</p>	
6.	<p>Relevant Agencies involved in development of project to stop duplication Reasons for scoring: Identified current delivery across the West and who delivers the services and confirmed they will work with these organisations to prevent duplication. Mentioned partnership arrangements in place and identified current training providers who will be involved once project ends, this assumes all young people will go into training.</p>	4/5
7.	<p>Outcomes of the Project Reasons for scoring: Insufficient explanation as to how the figures identified in the output table have been reached within the project description. How was the figure for the number of young people going into employment reached.</p>	3/5
8.	<p>Beneficiaries of the Project and how measured Reasons for scoring: Clear about the outcomes that will be delivered with beneficiaries identified. Success will be measured through various methods described within the project description. Identified employers and training providers will benefit from the programme but no detail as to how they will benefit. More clarity required around the type of qualification.</p>	4/5
9.	<p>Significant Risks to deliver the project and how minimised Reasons for scoring: Risk identified but no explanation given as to how these would be minimised. Additional risks could have been identified.</p>	4/5
10.	<p>Project costs and calculations Reasons for scoring: All calculations add up throughout the application. No detailed breakdown of costs to confirm calculations and figures for accuracy.</p>	4/5
11.	<p>Match Funding Reasons for scoring: £5,000 match funding secured approx. 10% of project costs.</p>	5/5
12.	<p>Sustainability of Project after SIB has ended Reasons for scoring: Identified further funding will be sourced throughout the course of the project to enhance and continue. No mention of who will be approached for further funding or who will from new partnership.</p>	3/5
13.	<p>Other Options considered and evidence of value for money Reasons for scoring:</p>	3/5

	Two options included on the application and a brief explanation as to why not chosen. More detail required as doesn't explain the options as alternatives.	
14.	Management, Monitoring and Milestones of Project Reasons for scoring: Milestones realistic to programme. Full description of the management systems for the project and staff delivering projects via various funding streams.	5/5
15.	Previous Track record of delivery of similar Project Reasons for scoring: Evidence provided of a successful track record in delivering similar projects.	5/5
16.	Equal Opportunities Reasons for scoring: Commitment to equal opportunities demonstrated.	5/5
Total		66/80

This application has been submitted through Area Committee's Call for Projects and using the formal SIB Governance protocols and guidance, the application has been assessed and has scored 66 out of 80.

Application 3

Funding Source	SIB
Name of Project	Work Experience in the West
Lead Organisation	SNCBC

Total cost of Project	Total Match Funding	Total SIB requested
£51,197	£6,197	£45,000
Project Duration	Start Date	End Date
18 months	January 2014	June 2015

The Project:

This proposal seeks to contact 100 young people and support 50 NEET young people, who are resident in the West area of Sunderland but are not apprenticeship/employment/traineeship ready but do wish to secure employment, and are aged 16-19 years old, to gain experience in the work place through enabling access and engaging in work placements. Proposed is the recruitment of a dedicated mentor who will provide intensive support to the young people throughout their engagement in the programme and in parallel to this will work closely with employers to identify work placement opportunities, match young people with those opportunities and to support both parties to progress together positively in the placement experience to maintain and sustain the opportunity and potentially build on this relationship to support recruitment to any of those employers future vacancies.

Young people, in the target group detailed above, will be recruited to the Project through partnership working with such as Connexions to identify NEET young people, liaising with schools to identify year 11 pupils who have no known destination on leaving school recognised by Easter of their academic year, liaising with Colleges to identify those students who drop out of education, NEET Panels, Citywide NEET Group, and Childrens Trust. Also proposed is some 'door knocking' to support the identification of NEET young people from the Connexions list of young people for whom destinations are unknown but would develop this element of our offer in partnership with any other existing delivery arrangements.

At the point of joining the programme each young person will meet with the Mentor and complete a one to one advice and guidance appointment to discuss their hobbies and interests, job and career goals (as it is acknowledged these may be different), and to start to identify any potential barriers to carrying out a work placement and/or gaining employment. The guidance appointment enables the completion of a 'diagnostic' questionnaire, which will help the Mentor and Young Person to identify key skills and abilities and is an early identifier of any barriers, and a soft outcomes progression monitoring tool which requires each young person to rate themselves in relation to a range of soft outcomes such as motivation, confidence, time keeping, communication, team working etc. This information will be utilised to tailor the support provided to each young person in the pre-work experience 'classroom' based support.

The proposed model takes a group approach to 'classroom' delivery but enables individual support for each young person to ensure strengths and weaknesses relevant to work placement and employment participation are realised and addressed as an integral part of the client journey and that learning and development needs are clearly identified in three phases of 'pre-placement' 'placement search' and 'in-placement'. The model enables young people to access additional specialist support such as literacy and numeracy training, childcare for young parents, drug and alcohol advice and on-going support, smoking cessation, debt and in-work benefit advice for

those clients who may be separated from their families, young parents, carers and/or their wider family where the household residents experience concerns that the young person accepting employment may negatively impact their benefit related household income.

This element of the Project will work in partnership with the wider employment support project for unemployed adults resident in the West framework area being managed by Farringdon Jubilee Centre and Pallion Action Group.

The classroom based activities will include visits to local employers to increase the knowledge of young people of the world of work and specific vocational areas in which we are aware there are current or emerging vacancies, will include visits to colleges and local training providers to gain a practical and visual experience of the range of training there is available to them to develop new skills and practice psychometric testing and assess basic and life skills levels.

Also proposed is to enable young people to complete a placement at more than one employer in the minimum 13 week period. A dual placement approach may be necessary in the event that an employer faces an unexpected redundancy situation so making it difficult to continue to accommodate work experience or perhaps the young person has through the experience of delivering the role identified this is not a sector they wish to work in, for example childcare but is supported to access a placement in Healthcare. This will be linked to pre-employability support available through such initiatives as Youth Contract and Study Support and any bespoke programmes developed within local youth and community organisations provision.

SNCBC have experience of delivering similar initiatives, to that outlined in this proposal, in the Washington area of Sunderland and through this have understood that some Young People achieve more if they are enabled to take part in a voluntary placement prior to taking up a work experience placement. These opportunities should be identified as separate to those work experiences that are made available by voluntary sector employers and businesses and rather may be negotiated at times convenient to the young person, so enabling them to also participate in and with specialist support agencies, allow for rehearsal of skills that employers have identified to us as key, including time keeping and confidence in communicating effectively with other employees and customers and also to familiarise themselves with travel and transport opportunities outside of their geographical area of residence. Voluntary placements will be provided within our proposed model but will be integrated as a pre-placement opportunity rather than an alternative to work experience.

SNCBC have experience of operating similar initiatives to that proposed in this application, in projects such as School Opportunities and Youth Opportunities through Washington SIB funds, Work Programme and Mandatory Work Activity through DWP funds and the previous Citywide Job Linkage service has shown us that the employer relationship is fundamental to the success of the service. SNCBC have forged links with employers as part of its working remit with employability services since 1998 and since 2008 our portfolio of services has included a dedicated Employer Engagement Team. The on-going consultation with employers from the private, voluntary and public sectors by our employer engagement team has led them to develop a bespoke employer service which includes support to identify potential vacancies, drafting job descriptions and person specifications to enable potential candidates to be identified for these roles, advertising and providing employers with the suggested 'best matches' from the application process, providing support for interviewing and selection processes, including carrying out such as pre-employability training, ascertaining right to work status and relevant copy documentation to satisfy HMG statutory guidelines for employers.

In acknowledging the key role of engaging employers it is also important to highlight that it is key to ensure their continued support and imperative they receive a high quality service. The proposal will ensure the employer will have access to a minimum of individual weekly verbal in-work support for the first month of the placement, fortnightly in month two and three. In the event that any issues are experienced then a face to face meeting will take place either individually and/or with all parties present to identify solutions.

Each Young Person will receive 'in-placement' support by attending weekly update meetings with the Mentor which may be face to face or by telephone dependent on the placement progression and training needs. Each Young Person will attend a monthly formal update meeting with the Mentor and their action plan will be updated to record their progress to date, update their soft outcome tool ratings and identify any further training and skills support required. During the in-placement phase the Mentor will liaise with the Young Person to share details of relevant employment vacancies and meet on a needs led basis to complete application forms, mock interviews, attend pre-screening and selection sessions. If this time imposes on placement arrangements this will be notified by the Mentor to the work placement provider and 'release' negotiated, so ensuring absence does not impact on the placement quality and is authorised as genuine by the Mentor to the employer.

While it is hoped that the work placement phase of the Project will lead to follow-on employment for young people it is acknowledged that while some have followed a meaningful experience the opportunity for employment may not be available. In this case each young person will have access to a minimum of bi-weekly supported job search activity sessions for the life-time of the Project, and will be encouraged to identify further learning, training and volunteering opportunities to continue their skills enhancement.

In return for our support to employers we have been able to build a meaningful relationship with small and large businesses in Sunderland and have progressed with some employers to such a point they now exclusively carry out their recruitment through SNCBC.

In summary it is proposed to contact 100 young people to enable the identification of 60 young people in the 16-18 age range (at start date on project) who will start a work placement and 50 will complete a minimum 13 week work placement (unless employment is secured during the placement period and as such the young person exits early to follow this positive progression path) experience in an 18 month programme period. Of the 50 young people completing placement we propose all will participate in and achieve a learning opportunity and will therefore gain a minimum of a unit towards a qualification and 30 will achieve an accredited qualification. It is predicted that 30 young people will secure employment through an Apprenticeship (10 young people) or direct employment (20 young people) during the programme period and 20 will sustain this for a 13 week period or following the Apprenticeship period. 5 young people will return to education. The 50 young people who are contacted but do not engage with the programme will be provided with information on services for their benefit and the 10 Young People who commence placement and do not complete will be signposted and if appropriate accompanied to relevant support services.

Need identified:

SNCBC are a member of the previous Citywide NEET Working Group and current Engagement and Participation group and understand from this that the number of unknown NEET clients is rising and the West Area has the highest levels of known NEETS which is also above the national average. Current NEET figures stand at 8.6%, the highest in the City.

The Local Outcomes Framework for the West geographical area highlights working to help young people as a priority which will contribute to the Sunderland aim of being a City with 'high level skills, educational attainment and participation which will improve residents job and career prospects through a range of lifelong learning, volunteering and training opportunities.

Partnership and collaboration:

Work Programme, Youth Contract and Mandatory Work Activity are open to 18 year olds. SNCBC work in partnership with the providers of these services, Avanta, Ingeus, Pertemps and A4E, and will ensure that there is no duplication of service with these programmes and that Work Experience in the West only provides added value.

The Study Support Programme is managed by Springboard and delivered through a mixture of direct delivery and partnership working. SNCBC work in partnership with Springboard, Riverside, ITEC and as part of the All Together Youth Consortia who provide this service delivery, and wider work with 16-18 year olds, in the West area and will ensure our proposal does not duplicate service delivery but links with it.

This proposal will dovetail with provision available at the Sunderland College, Apprenticeships and the emerging Traineeships.

We are aware of other SIB and Lottery initiatives operated by PAG and Farrington Jubilee Centre and will meet with these Organisations to ensure our proposal provides additionality.

We anticipate working in close contact with Connexions, local schools and Community Organisations. We have a number of existing working arrangements in place through our work from TCAEC and GATES but have not agreed to work in partnership with any of these Organisations at this point.

Outputs for the project:

Output Code	Description	Number
P1	Number of people going into employment	30
P2	Number of young people aged 16-18 years old not in employment, education or training encouraged into further education and employment	50
P6	Number of people receiving further job training	50

Milestones and Key Events:

Milestones and Key Events	Forecast Dates
Documentation Implementation Plan	31 st March 2014
Document Job Description and Identify Key Staff	28 th February 2014
Identify current employer relationships	28 th February 2014
Identify current vacant work placement opportunities	31 st March 2014
Identify initial cohort of young people	31 st March 2014
Compile classroom based delivery materials	31 st March 2014

Financial Information:

Item and Description	Total Costs	Match Funding	SIB Contribution
Salaries	£24,947	-	£24,947
Young Persons Fund	£18,750	-	£18,750
Office	£1,500	£600	£900
Classroom based delivery costs	£1,500	£1,097	£403
Employer Engagement Consultancy	£4,500	£4,500	£0
Total	£51,197	£6,197	£45,000

Match Funding: SNCBC £6,197

Appraisal:

Section	Scoring Criteria	Scoring
1.	<p>Organisation based Locally</p> <p>Reasons for scoring: The organisation is based within the West area of the city and will target young people resident in the West.</p>	5/5
2.	<p>Essential Requirements of Organisation</p> <p>Reasons for scoring: The organisation meets the essential requirements and this is referenced in the application and evidence provided.</p>	5/5
3.	<p>Addresses Priority of the Work Plan</p> <p>Reasons for scoring: The project addresses the workplan in that it will engage with NEET young people resident in the West area of the city, with the outcomes of moving NEET young people into further employment and enterprise.</p>	5/5
4.	<p>Project Description</p> <p>Reasons for scoring: A comprehensive description of what the project will do, what it will achieve and how it will meet the proposed project outcomes.</p>	5/5
5.	<p>Identified Need for the Project</p> <p>Reasons for scoring: Evidence of need provided including current NEET figures. Identified lack of opportunities for local young people who are NEET but not apprenticeship/employment ready and young people following training having no link with employer leading to employment.</p>	5/5
6.	<p>Relevant Agencies involved in development of project to stop duplication</p> <p>Reasons for scoring: Clearly identified current programmes and providers delivering</p>	4/5

	similar and complimentary programmes and how they will work with these providers to prevent duplication.	
7.	Outcomes of the Project Reasons for scoring: Output figures match project description. Need to look at relevant quarters for outputs.	4/5
8.	Beneficiaries of the Project and how measured Reasons for scoring: Clearly demonstrated who will benefit from the project. Also identified the project will work with the family unit to increase the aspirations within the family and for the young people Additional specialist support will also be offered to the participants to help remove/reduce the barriers. No information on how the success would be recorded or measured.	4/5
9.	Significant Risks to deliver the project and how minimised Reasons for scoring: Risk identified but no explanation given as to how these would be minimised. Additional risks could have been identified.	4/5
10.	Project costs and calculations Reasons for scoring: All calculations add up throughout the application, total cost missing from front page. No further breakdown of costs to confirm calculations and figures for accuracy.	4/5
11.	Match Funding Reasons for scoring: £6,197 match funding secured approx. 12% of project costs.	5/5
12.	Sustainability of Project after SIB has ended Reasons for scoring: Aim of the project will be to develop a scheme which isn't 100% dependent on local funding. Throughout the project potential ways to sustain the project through peer mentoring or volunteers time to support the young people, no timescales mentioned.	3/5
13.	Other Options considered and evidence of value for money Reasons for scoring: Only one alternative option considered and explanation as to why not used. No second alternative identified or full reason for choosing the selected option.	3/5
14.	Management, Monitoring and Milestones of Project Reasons for scoring: Milestones realistic to programme. Full description of the management systems for the project and staff delivering projects via various funding streams.	5/5
15.	Previous Track record of delivery of similar Project Reasons for scoring:	5/5

	Evidence provided of a successful track record in delivering similar projects.	
16.	Commitment to Equal Opportunities Reasons for scoring: Clearly evidenced commitment to equal opportunities.	5/5
Total		71/80

This application has been submitted through Area Committee's Call for Projects and using the formal SIB Governance protocols and guidance, the application has been assessed and has scored 71 out of 80.