

Elevate Slough Small Project Grants Criteria

The Elevate Slough Small Grants funding for projects up to the value of £5,000 is available to organisations to deliver projects on behalf of Elevate Slough for the two priority streams of young people who are Not in Education, Employment or Training (NEET); unemployed or under-employed and unemployed/economically inactive lone parents in Slough. This funding is subject to the conditions set by the Cabinet Office as specified below.

Elevate Slough Background and Targets

Elevate Slough is a three year employability and skills programme funded by the Cabinet Office through a Thames Valley City Deal agreement. The programme is led by Slough Borough Council and will operate from March 2014 to March 2017. Elevate Slough brings together a range of partners to support two priority streams of residents in Slough into employment, education and training:

Stream 1: Young people aged between 16 and 24 resident in Slough who NEET / Unemployed / Under-employed.

Stream 2: Lone Parents of all ages resident in Slough.

Stream 1 Cabinet Office Targets for Young People aged 16 to 24	Stream 2 Targets for Lone Parents (all ages)
<ol style="list-style-type: none"> 1. Information, Advice and Guidance, face to face for a minimum of thirty minutes 2. Work Experience for a minimum of 5 working days with the same employer (this includes traineeships) 3. New Apprenticeship Starts 4. Sustainable Apprenticeships over six months 5. Employment Outcomes 6. Sustainable Employment Outcomes over six months 	<ol style="list-style-type: none"> 1. To provide the necessary basic skills training in English, Maths, IT and ESOL where there are currently gaps. 2. To provide training programmes on soft skills (confidence building and work readiness). 3. To provide pathways for a cohort of lone parents into employment and/or training.

Please note. Where this is over lap between Stream 1 and Stream 2 e.g. An employability programme for teen parents this must be referenced in the application.

Cabinet Office Eligibility Rules

- **Age Restriction:** The Cabinet Office criteria which states young people must be aged between 16 to 24 for Stream 1.
- **Meeting Targets and Destination Tracking:** All projects must report on how they have contributed towards the targets of Elevate Slough and include client destination tracking for a minimum of one month unless stipulated otherwise on specific Elevate Slough Proposals.
- **Branding and Publicity:** All projects and activity undertaken with this funding must be titled and branded Elevate Slough with use of the template and logo and any publicity materials approved by Elevate Slough prior to promoting activities and projects. Elevate Slough will support the additional use of the other partnership logos.
- **Client Data:** All projects and activity for either stream must include robust client reporting to Elevate Slough on the following areas:
 - Number of Clients in Attendance and how they satisfy Elevate Slough Criteria
 - Number of Clients who completed a programme

Supporting Elevate Slough Delivery Plan (Project Need)

Elevate Slough has used localised labour market intelligence to prioritise resource and provision. Projects which deliver or incorporate the following programmes will be prioritised by Elevate Slough when making funding decisions:

Stream 1: NEET / Unemployed / Under Employed Young People

- Taster Days into growth sectors (Construction, Digital Technologies; Logistics; Retail; STEM)
- Sector Based Pathway Training and Employment Programmes in Construction, Hospitality, Retail, STEM
- Basic Skills Training to NVQ Level 2 or Higher for NEET's in English, Maths, ICT
- Employability Soft Skills Training for NEET's / Unemployed Young People
- Higher opportunities for unemployed graduates
- Work Experience Opportunities with Slough Employers for NEETs / unemployed young people
- Supported employability training and employment opportunities for hidden unemployed and those with health issues

Stream 2: Unemployed / economically Inactive Lone Parents

- To provide basic skills training for lone parents in English, ESOL, ICT, Maths
- To provide employability soft skills training e.g. Confidence Building, Work Readiness Training
- To provide pathways into employment or training for lone parents

Employer Engagement

Where possible Elevate Slough aims to join up employability and skills training with opportunities. As such it is crucial projects engage employers and partners to ensure projects are outcomes focused. Projects which incorporate employer engagement are of particular interest to Elevate Slough.

Application Process

Elevate Slough operates under Slough Borough Council so all funding contracts will be between the organisation bidding for funding and Slough Borough Council.

- Organisations are welcome to submit bids for one off funding for a project which must support Elevate Slough targets for either stream.
- Organisations are welcome to submit bids which respond to Elevate Slough proposals.

Elevate Slough has undertaken thorough needs assessments for both Stream 1: Young People and Stream 2: Lone Parents and according to this need Elevate Slough will publicise commissions for projects on Slough Elevate Me <http://slough.elevateme.org.uk/> When commissions arise a link to this website will be circulated widely to partners. It is advisable to check the website for upcoming projects. Applications responding to Elevate Slough Proposals will be prioritised as they respond to proven need.

Completed forms should be emailed to **Shanzeeda Chowdhury, City Deal Project Officer by email: Shanzeeda.Chowdhury@slough.gov.uk**

Assessment Criteria

In order to ensure there is a fair selection process sections are scored. These sections are clearly marked e.g. *[5 points]*. Total scores under 50% will fall short of the requirements. Scores above 50% and below 80% will be given the opportunity to resubmit. Scores over 80% will be considered for funding.

Area	Section	Score
Programme Activity and Description	2	10
Meeting Project and Client Need	2	15
Target Group and Client Recruitment	2	10
Employer Engagement	2	10
Expected Employability and Skills Outcomes	2	15
Customer Satisfaction		10
Client Reporting and Destination Tracking	2	15
Experience and Previous delivery (of your organisation)	2	15
Total		100

General Procedures and Conditions

- Funding for small grants is only available between February 2016 and March 2017.
- Bidders will receive an initial acknowledgement of their application followed by a response in writing within 28 days.
- Panel decisions are final and there is no appeals process.
- Successful applicants will enter a Service Level Agreement with Slough Borough Council (Elevate Slough).
- Applications may be submitted as one off projects although Elevate Slough will prioritise projects which are in response to Elevate Slough Proposals advertised on Elevate Me.
- Organisations may make more than one application in the year between March 2016 and March 2017 however Elevate Slough will aim to maximise the use of limited funds available across the bidding organisations.
- Elevate Slough reserves the right to negotiate the final Contract.
- Elevate Slough may require additional information prior to agreeing any funding and reserve the right to negotiate changes with the applicant.
- Elevate Slough reserves the right to reject an application that does not comply with the guidance.
- Applications must be completed in full and signed and dated on behalf of your organisation.
- Elevate Slough reserves the right not to accept any application and to annul the application process at any time prior to Contract award, without thereby incurring any liability to the responding parties.