# 

# Grant Application Process Opportunity

For

**UKSPF People and Skills**

North Northamptonshire Council

# Section 1: Introduction

**Grant Application**

The UK Shared Prosperity Fund (UKSPF or the Fund) is a central pillar of the UK government’s ambitious Levelling Up agenda and a significant component of its support for places across the UK. It seizes the opportunities of leaving the European Union, by investing in domestic priorities and targeting funding where it is needed most: building pride in place, supporting high quality skills training, supporting pay, employment and productivity growth, and increasing life chances. This fund is committed to supporting devolution and reducing bureaucracy, allowing more money to be spent directly on driving better outputs and outcomes for local people.

People and Skills is the third priority funded through the UK Shared Prosperity Fund allowing places to use funding to help reduce the barriers some people face to employment and support them to move towards employment and education. Places can also target funding into skills for local areas to support employment and local growth.

UKSPF People and Skills will be delivered in 2024/25, commencing formally in April 2024 and ending at the end of March 2025.

When completing the Grant Application form please refer to the UKSPF People and Skills Investment Prospectus and Technical Guidance: [UK Shared Prosperity Fund: prospectus - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/uk-shared-prosperity-fund-prospectus/uk-shared-prosperity-fund-prospectus) and [Interventions, Objectives, Outcomes and Outputs – England (publishing.service.gov.uk)](https://assets.publishing.service.gov.uk/media/62568938d3bf7f600782fd79/UKSPF_England_Outputs_and_Outcomes.pdf)

**This form will need to be fully completed and submitted to** [ukspfpeopleandskills@northnorthants.gov.uk](mailto:ukspfpeopleandskills@northnorthants.gov.uk) **by 5PM , Monday 25th March 2024.**

Please note that North Northamptonshire Council (NNC) is interested in innovative and experiential activities. Further details are provided in the document.

Completed Grant Applications meeting our ambitions are likely to have the opportunity to move to the formal procurement process for the UKSPF People and Skills Investment Plan for North Northamptonshire

Our vision is set out below:

North Northamptonshire Council is seeking providers to deliver a range of new and exciting projects and activities aimed at improving literacy, numeracy, digital and green skills. We are keen that people should feel empowered at the end of the experience - it should be positive, building self-esteem, as well as acting as a springboard for further development. Outdoor activities are welcomed, as are arts and health related offers.

Currently NNC is interested in potential provider suggestions particularly around experiential activities and new ways of engaging target populations. We are keen to use innovative approaches to maximise engagement and outcomes, and to embed literacy, numeracy, digital and green skills learning into projects which deliver additional benefits.

For NNC successful providers will be able to deliver exciting projects with less emphasis on classroom-based activity but more in daily personal and work life, being able to deliver at volume and at pace as well as demonstrating value for money.

We are interested in working with the VCSE sector as well as local employers to maximise reach to the priority groups.

Expected cohorts include, but are not limited to:

* Left behind communities,
* people aged over 50,
* people with a disability and health condition,
* women,
* people from an ethnic minority,
* young people not in education, employment or training
* people with multiple complex needs (homeless, care leavers, ex/ offenders, people with substance abuse problems and victims of domestic violence).

Outcomes

* Boosting core skills and support adults to progress in work, by targeting adults with no or low level qualifications and skills in maths, and upskill the working population, yielding personal and societal economic impact, and by encouraging innovative approaches to reducing adult learning barriers (In England, this is delivered through the Department for Education’s Multiply programme).
* Reducing levels of economic inactivity through investment in bespoke intensive life and employment support tailored to local need. Investment should facilitate the join-up of mainstream provision and local services within an area for participants, through the use of one-to-one keyworker support, improving employment outcomes for specific cohorts who face labour market barriers.
* Supporting people furthest from the labour market to overcome barriers to work by providing cohesive, locally tailored support including access to basic skills.
* Supporting local areas to fund gaps in local skills provision to support people to progress in work, and supplement local adult skills provision e.g. by providing additional volumes; delivering provision through wider range of routes or enabling more intensive/innovative provision, both qualification based and non-qualification based. This should be supplementary to provision available through national employment and skills programmes.

## General Requirements

* 1. Crucially all agencies must comply with the funding rules for the UKSPF People and Skills programme, and enable NNC to achieve its ambition for the area by delivering the vision outlined previously.

## Confidentiality and Freedom of Information (FOI)

* 1. **Please note:** all information included in this Grant Application is confidential and only for the recipients’ knowledge. No information included in this document or in discussions connected to it may be disclosed to any other party without prior written authorisation.
  2. All responses will be treated confidentially. However, please be aware that we are subject to the disclosure requirements of the FOI Act and that potentially any information we hold is liable to disclosure under that Act. For this reason, we strongly advise that any information you consider to be confidential is labelled as such. In the event that a request is subsequently made for disclosure under FOI the request will be dealt with in accordance with the legislation.

## Background

* 1. The primary goal of the UKSPF is to build pride in place and increase life chances across the UK. This aligns with Levelling Up White Paper missions, particularly. People and Skills is the third priority funded through the UK Shared Prosperity Fund allowing places to use funding to help reduce the barriers some people face to employment and support them to move towards employment and education. Places can also target funding into skills for local areas to support employment and local growth. UKSPF was announced in the Autumn Spending Review and in the Levelling Up White Paper as part of a range of initiatives that aim to boost adult skills.
  2. It is intended that the People and Skills priority will offer a range of options that fit around people’s lives and are tailored to specific needs, circumstances, sectors and industries. Local provision will need to complement existing provision in the local area, such as that funded by the Adult Education Budget.
  3. Local areas are expected to measurably improve adult skills levels locally,

including through increasing the number of adults participating in, and achieving, core and basic skill for employment and qualifications up to and including Level 2 (both GCSE Grade C/4 or above, and Functional Skills Qualifications). Improved labour market outcomes are also expected - with fewer skills gaps reported by employers, and an increase in the proportion of adults that progress into sustained employment and / or education.

* 1. We would like to invite Grant Applications for innovative and local needs focussed People and Skills compliant provision for a range of projects over the lifetime of the funding (as set out nationally). Submitting an application does not guarantee any award as explained in Section 1. Inclusion in any subsequent procurement process does not guarantee award of work but will ensure that the organisation is registered with us to deliver appropriate projects. Organizations may express an interested and capability in being considered to deliver across the full range of activities or focus on specific groups or locations. You will need to demonstrate how your proposal would achieve the outcomes listed previously. In addition, you may find it useful to include any added value you can offer.

* 1. The Council is not being prescriptive in how services are delivered – indeed we are actively seeking innovation that delivers in line with the funding guidelines, local needs and our vision.
  2. Ideally successful organisations would offer engaging and experiential projects that improve overall self-esteem as well as the core and basic skills of participants. Positive outcomes will need to be clearly evidenced and meet the council’s ambition for added value together with the funding requirements of UKSPF People and Skills priority.

## Allocation to North Northamptonshire

* 1. North Northamptonshire Council has been allocated a funding of approximately £590,000 to the People & Skills priority, with activities to be delivered in 2024/25:
  2. It is anticipated that the programme will commence 1st April 2024 and run until the 31st March 2025.
  3. To diversify the market and ensure a broad range of providers and activities we are encouraging Grant Application from employers, education providers and the VCSE. We are looking for innovation and new models. All interested organisations will need to clearly demonstrate their reach into the relevant communities and groups in North Northamptonshire.
  4. Potential/expected bidders may include:
* VCSE organisations
* Universities and Training Organisations including colleges
* Employers
* Small group of partners working together or as a consortium
* Large partnerships – possibly working as joint ventures
  1. The Grant Application submitted will be considered against the following criteria so that we can broaden the market and source innovative approaches:
* Innovative delivery models
* Added value
* Local skills need and reach within the targeted groups
* A verifiable track record in delivering successful outcomes for the individuals and communities identified as a priority by NNC
* Commercial and operational experience and capacity to deliver at volume and at pace
* Support, training and development experience

## Local Government Review

* 1. Since April 2021 A new unitary council has been in existence. North Northamptonshire Council is comprised of the areas of Wellingborough, Corby, East Northants, and Kettering.

## Timescales

* 1. Applications must be submitted by Monday 5pm 25th March 2024.
  2. Applicants will receive feedback in week beginning Monday 8th April 2024.
  3. Please read this document, If you have any questions or clarifications about the application, please contact:

Aimee Woore [ukspfpeopleandskills@northnorthants.gov.uk](mailto:ukspfpeopleandskills@northnorthants.gov.uk)

Sarah Ellwood [ukspfpeopleandskills@northnorthants.gov.uk](mailto:ukspfpeopleandskills@northnorthants.gov.uk)

**Any Questions or Clarifications on this application will be answered up to 21st March 2024.**

**Appendix 1 – Grant Application Process dates**

|  |  |  |
| --- | --- | --- |
|  | **Start** | **End** |
| Advertisement of grant | 7 March 2024 | 25 March 2024 |
| Deadline for applications | 25 March 2024 | 25 March 2024 |
| Review of applications\* | 25 March 2024 | 5 April 2024 |
| Panel meeting\* | 28 March 2024 | 28 March |
| Notification of outcome|\* | 10 April 2024 | 10 April 2024 |

The Council reserves the right to amend this timetable, and

items marked with an asterisk, i.e. \*, are provided for guidance only

and are subject to change at short notice.

# Section 2: Minimum Requirements

## Our Requirements

Projects will be assessed based on the response to the questions as set out in section 8 below using weighted assessment criteria.

| **Score** | **Criteria for Awarding Score** |
| --- | --- |
| 0 | Considered to be a **poor response** on the basis that:   * No response is provided; or * It does not answer the question or is completely irrelevant. |
| 1 | Considered to be a **limited response** on the basis that:   * Overall, it lacks sufficient detail or is perceived to be unclear, meaning that evaluators are not confident that the criteria will be delivered to an acceptable level. |
| 2 | Considered to be an **acceptable response** on the basis that:   * It addresses most of the relevant criteria; and/or * The supporting detail is clear for the most part and provides evaluators with an understanding that the criteria it does address will be met to an acceptable level. |
| 3 | Considered to be a **good response** on the basis that:   * It addresses all relevant criteria; and/or * The supporting detail is clear and provides evaluators with confidence that the criteria will be delivered to a good standard. |
| 4 | Considered to be an **outstanding response** on the basis that:   * It addresses all relevant criteria; and/or * The supporting detail is clear and robust and provides evaluators with the utmost confidence that all criteria will be delivered to the highest standard. |

All responses to the questions will be assessed against the criteria set out below:

Proposals will be assessed against the following criteria:

**Reach of priority groups**

Bids will be assessed on the degree to which they meet the exposure and access for the key target groups as identified:

* Left behind communities
* people aged over 50
* people with a disability and health condition
* women
* people from an ethnic minority,
* young people not in education, employment or training
* people with multiple complex needs (homeless, care leavers, ex/ offenders, people with substance abuse problems and victims of domestic violence).

Projects will achieve the highest scores if they can demonstrate how delivery will support the most disadvantaged people to access the skills they need. Projects will be scored on demonstration of meeting local skills need to reach those furthest from the labour market or within isolated/disaffected communities. Information on volume of learners projected to be engaged will be considered. Projects that demonstrate the best value for money, in terms of volume of learners balanced with priority groups, scoring highly.

**Innovative Delivery model**

Projects will achieve the highest scores where they are able to clearly demonstrate delivery that is designed to increase confidence for those that are needing support to gain skills for employment. Projects will also be graded on how the delivery model differs from that of the formal training options already on offer and, additionally, how it would support progression into these courses for those in need.

Projects where innovative approaches to delivery focus on motivation and engagement of learners demonstrating how the skills are embedded into more accessible subjects and/or activities will be graded highly.

**Added value**

Projects will score highly where it can be demonstrated that a positive impact on the individual, family or community wellbeing is evident. Scoring will also consider where it can be demonstrated how the courses will support learners to access formal qualifications and/or where working with employers can increase the skills of the workforce allowing for greater progression within the labour market.

Projects that demonstrate the embedding of literacy, numeracy and digital skills within the delivery (where this is not the sole focus) will also demonstrate good added value.

**Value for Money**

Projects will score highly where it can be demonstrated that the interventions listed meet suitable outcomes and participants relative to the cost of the provision. Consideration will be given to a range of factors including higher cost per participant where there is more difficulty to engage.

**Grant Award and Moderation**

Projects will be independently reviewed and scored by the UKSPF Board as outlined above. The individual Board, members scores will be combined to provide an overall score that will be presented for moderation and review by the UKSPF Panel. The score to receive funding is 50%, however, the final decision for an organisation to receive funding is at the discretion of the UKSPF Board. The final scores and any subsequent funding allocations will be agreed by the UKSPF Board. Where an organisation submits an application and scores below 50%, their submission can be rejected, and feedback will be provided only upon request.

**Evaluation Method:** Weighted of Quality (100%)

# Section 3: Supporting Information

Please note you do not need to resize the table; it will automatically adjust to fit your response.

## Section A: Organisation and Contact Details

|  |  |
| --- | --- |
| **Question** | **Response** |
| Name of your organisation |  |
| Key Person Responsible  Position Held |  |
| Registered office (if applicable) |  |
| Company Number |  |
| Trading address (if different from office) |  |
| Number of employees (FTE) to ascertain SME status. For larger organisations this should be the total FTE |  |
| Name of person whom any queries relating to this questionnaire should be addressed |  |
| Telephone Number(s) |  |
| Email |  |
| Company / Charity Registration Number |  |
| Type of Organisation | Local Authority  Private Sector  Voluntary Sector  University  FE College  Other (please specify)  Click or tap here to enter text. |

## Section B: Questions

Please note: you do not need to resize the table; it will automatically adjust to fit your response.

Taking account of the priorities outlined in this document, which interventions you feel you would be able to deliver against. Please tick all that apply:

|  |  |  |
| --- | --- | --- |
| **UKSPF People and Skills Interventions** | | **Please select the Intervention(s) you are applying for \*** |
| E33 | Employment support for economically inactive people: Intensive and wrap-around one-to-one support to move people closer towards mainstream provision and employment, supplemented by additional and/or specialist life and basic skills (digital, English, maths\* and ESOL) support where there are local provision gaps. |  |
| E34 | Courses including basic skills (digital, English, maths (via Multiply) and ESOL), and life skills and career skills\*\* provision for people who are unable to access training through the adult education budget or wrap around support detailed above. Supplemented by financial support for learners to enrol onto courses and complete qualifications |  |
| E35 | Activities such as enrichment and volunteering to improve opportunities and promote wellbeing. |  |
| E36 | Intervention to increase levels of digital inclusion, with a focus on essential digital skills, communicating the benefits of getting (safely) online, and in-community support to provide users with the confidence and trust to stay online. |  |
| E37 | Tailored support to help people in employment, who are not supported by mainstream provision to address barriers to accessing education and training courses. This includes supporting the retention of groups who are likely to leave the labour market early. |  |
| E38 | Support for local areas to fund local skills needs. This includes technical and vocational qualifications and courses up to level 2 and training for vocational licenses relevant to local area needs and high-value qualifications where there is a need for additional skills capacity that is not being met through other provision. |  |
| E39 | Green skills courses targeted around ensuring we have the skilled workforce to achieve the government’s net zero and wider environmental ambitions |  |

When completing the below please refer to [Interventions, Objectives, Outcomes and Outputs – England (publishing.service.gov.uk)](https://assets.publishing.service.gov.uk/media/62568938d3bf7f600782fd79/UKSPF_England_Outputs_and_Outcomes.pdf)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Intervention Number** | **Activity**  **Please provide a brief overview of the planned activity** | **Service Users that the activity will be aimed at** | **Approximate Guided Learning Hours (GLH) per course / activity** | **Intended progression, destination or outcome of activity** | **Number of course / activities run** | **Total number of participant's for this activity** | **Fixed (total) Price including all associated costs (£)** |
| ***E33*** | *Literacy and numeracy within: - allotment, cooking, crafting, home DIY,* | *Adult with low confidence in literacy and numeracy from areas of high deprivation* | *10* | *Progression to formal qualification*  *Improve health wellbeing* | *10* | *100* | *£10000* |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

1. Please complete the below table.

|  |
| --- |
| 1. Please explain the main activities of your organisation, including a reference to how this may align with the values and output of the People and Skills priority, the national UKSPF People and Skills guidance and/or any local skills agendas? (maximum 400 words) |
|  |

|  |
| --- |
| 1. How does your proposal add value to the current provision offered through existing funding streams, such as Adult Education Budget (AEB), explaining how it will not duplicate or displace this? (maximum 200 words) |
|  |

|  |
| --- |
| 1. Please explain how you would engage learners and/or employers onto your programme / activities, in line with the interventions you have selected, and the priority groups outlined above? (maximum 400 words) |
|  |

1. Please specify where your proposed delivery would take place across the areas (based on previous council boundaries) in the North Northamptonshire Council area. Please tick all that apply:

|  |  |
| --- | --- |
| Wellingborough area |  |
| Kettering area |  |
| Corby area |  |
| East Northants area |  |

|  |
| --- |
| 1. Please outline how you will evaluate the success of your proposals. What outcomes and outputs would you expect to see from your interventions? How will you measure distance travelled if you are not delivering accredited qualifications? (maximum 400 words) |
|  |

|  |
| --- |
| 1. Please provide an explanation of your experience, staffing capacity and capability to deliver your proposal including ability to mobilise at pace and provide a quality service to learners? Do you expect to work in collaboration with other partners as part of your proposal (either for delivery or evaluation)? If yes, please provide further details below, including who you expect to be the accountable body for your delivery (maximum 400 words) |
|  |

|  |
| --- |
| 1. Do you anticipate any significant changes to the way your organisation is funded during the next 12 months? If yes, please provide further details of these changes. (maximum 100 words) |
|  |

|  |
| --- |
| 1. Has your organisation been subject to any financial clawback for underperformance or breach of contract during the past 12 months? This include Ofsted or any other regulatory bodies if applicable to your service. If yes, please state the reason(s) why, the total amount returned or the outcome of the regulatory visits. (maximum 200 words) |
|  |

1. Policies and liability insurance – Pass / Fail Question Does your organisation have: Y/ N

|  |  |
| --- | --- |
| A written Health & Safety policy. |  |
| A written Equality & Diversity statement |  |
| A written Safeguarding policy for vulnerable adults. |  |
| A written Safeguarding policy for children (if applicable). |  |
| Where there will be contact with children or vulnerable adults have you ensured compliance with the Disclosure and Barring Service Checks? |  |
|  |  |
|  |  |
|  |  |

Please confirm whether you already have, or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below as part of specification and/or the terms and conditions.

|  |  |
| --- | --- |
| Public Liability insurance to the value of £5 million |  |
| Employer Liability insurance to the value of £5 million |  |
| Professional Indemnity insure to the value of £2 million |  |