

Community Led Local Development in Cornwall

2017 – 2022

Call for Projects in South & East Cornwall Local Action Group Area

Accountable Body	Cornwall Development Company
Funds	European Regional Development Fund and European Social Fund (Community Led Local Development)
Local Action Group Area	South and East Cornwall
Call Reference	SELAG 01 Support and skills development for unemployed / inactive Adults (18+) in Saltash and Torpoint SELAG 02 Create a route to self-employment in Callington, Saltash & Torpoint SELAG 03 Support and skills development for inactive / unemployed Young People in Callington (18-24) SELAG 04 Development of flexible small workspace units in Looe SELAG 05 Work with larger employers across SELAG to identify recruitment gaps and train unemployed/inactive people to fill them
Date Calls Open	SELAG 01 8th April 2019 SELAG 02 8th April 2019 SELAG 03 29th April 2019 SELAG 04 29th April 2019 SELAG 05 29th April 2019
Deadline for submissions of Expressions of Interest	Deadline is 4pm on the dates below: SELAG 01 8th June 2019 SELAG 02 8th June 2019 SELAG 03 28th June 2019 SELAG 04 28th June 2019 SELAG 05 28th June 2019

Contents

1	Introduction and background	3
2	Call Timetable	4
3	Scope of the Calls	4
3.1	Call 1: SELAG 01 Saltash and Torpoint Skills	5
3.2	Call 2: SELAG 02 Be 'Enterprise Ready' in Callington, Saltash & Torpoint	10
3.3	Call 3: SELAG 03 Skills Development for Young People	15
3.4	Call 4: SELAG 04 Development of Small Workspace (Looe).....	18
3.5	Call 5: SELAG 05 Upskilling to Fill Recruitment Gaps (SELAG)	21
4	Monitoring and evaluation of outputs over the life time of the project.....	25
5	Evaluation	26
6	Eligibility rules	27
7	Eligible applicants.....	27
8	Intervention rate and match funding	28
9	Project timescales	29
10	Cross cutting themes – Equal opportunities and sustainable development	29
11	Partnership working, additionality and value for money	30
12	State aid and revenue generation	30
13	Procurement regulations	31
14	Key documents and guidance materials	31
15	Document checklist.....	31
16	Further information and support.....	31
17	Document submission.....	32

1 Introduction and background

Community Led Local Development (CLLD) is a new way of funding the delivery of local development using European Regional Development Fund (ERDF) and European Social Fund (ESF) grant. The two funds form part of the European Structural and Investment Fund Programme (ESIF) Programme for the period 2014 -2020.

Cornwall has been awarded £11.56m ESF and ERDF to support the delivery of the CLLD Local Development Strategies for West Cornwall, Coast to Coast, Atlantic & Moor and South & East Cornwall Local Action Group areas up until September 2022.

These calls are issued by South & East Cornwall Local Action Group (SELAG). SELAG is a partnership group of voluntary and community, private and public sector organisations and representatives.

Cornwall Development Company (CDC) is the Accountable Body for CLLD in Cornwall. CDC will appraise and evaluate applications on behalf of SELAG. The LAG will make the final decision on whether projects are invited to full application and ultimately whether they are approved or rejected.

SELAG have developed five calls:

- **SELAG 01 Support and skills development for unemployed / inactive Adults (18+) in Saltash and Torpoint**
- **SELAG 02 Create a route to self-employment in Callington, Saltash & Torpoint**
- **SELAG 03 Support and skills development for inactive / unemployed Young People in Callington (18-24)**
- **SELAG 04 Development of flexible small workspace units in Looe**
- **SELAG 05 Work with larger employers across SELAG to identify recruitment gaps and train unemployed/inactive people to fill them**

3

This document outlines how to apply for CLLD funding under these calls.

NB: It should be noted that the CLLD programme is continually accepting projects that help to deliver the LAG strategy and projects falling out with the scope of these calls, can apply independently – see www.communityledcornwall.co.uk

2 Call Timetable

In response to these calls for projects applicants are required to submit a Stage 1 Expression of Interest and, if approved, asked to proceed to a Stage 2 Full Application Form.

Under this call, EOIs should be submitted according to the following timescales:

Call timetable	Date
Deadline for submitting Expressions of Interest	SELAG 01 8th June 2019 SELAG 02 8th June 2019 SELAG 03 28th June 2019 SELAG 04 28th June 2019 SELAG 05 28th June 2019 All must be received by 4pm on the deadline shown
LAG decisions on Expressions of Interest	SELAG meeting on 11th July 2019
Deadline for submission of Full Applications	By 30th September 2019
LAG decisions on Full Applications	On or before 12th December 2019 meeting

4

3 Scope of the Calls

There are five calls available. Each is explained in detail below.

All projects must support the delivery of specific strategic objectives set out in the South & East Cornwall Local Action Group's Local Development Strategy. The Local Development Strategy is available on the CLLD website www.communityledcornwall.co.uk

Projects can choose to deliver activity across more than one Activity. However, the appropriate outputs should be selected and projects will be required to report on, and evidence, the achievement of Outputs separately under each Strategic Objective and Activity.

3.1 Call 1: SELAG 01 Saltash and Torpoint Skills

Call Details	SELAG01: Support and skills development for unemployed / inactive Adults (18+) in Saltash and Torpoint
Call Context	Evidence from the analysis of IMD data indicates that skills and employment are an issue in these areas. In addition, there are potential projects approaching SELAG to tackle skills and employment but not from the towns listed. As part of the strategic LAG approach, SELAG seeks to deploy funding across its area, and not merely accept projects, as this can lead to oversupply in particular areas and under commitment in others.
Project Theme	<p>Applicants will present projects that demonstrate their ability to engage with local unemployed and economically inactive residents in eligible areas of Saltash and Torpoint. Projects will deliver a level of skills development relevant to the needs of participants and move them closer to the workforce. This may include addressing soft skills such as increasing confidence, raising aspiration and boosting self-esteem; accredited training; or anything in between. Following the intervention at least 50% of participants will be supported into further training, job seeking or employment. Saltash and Torpoint are comprised of different demographics, particularly with regard to the age structure of residents.</p> <p>We are looking for:</p> <ul style="list-style-type: none"> • Projects that demonstrate a link between local employers staffing needs and the proposed training project will be a higher priority for support. • Projects where skills development is provided to eligible Participants in a way that also aims to address the most acute issues identified in the IMD will also be a higher priority for support. • Applicants will also need to demonstrate how they plan to tailor their support for each area taking into account the differing demographics in the target audiences.
Indicative	Indicatively, the Local Action Group has allocated the following

Fund Allocation	<p>amount: £175,000 ESF</p> <p>£50,000 ERDF (enabling)</p>
Minimum Application Level	<p>ESF and ERDF investment in the CLLD target areas is intended to make a significant impact on local employment, skills and enterprise.</p> <p>The minimum application level for funding is £15,000</p> <p>All potential applicant organisations are encouraged to work together with other local partners to generate new ideas, approaches and develop joint proposals.</p>
Duration of Project Activity	<p>Typically projects should plan to deliver activity for a minimum of 6 months and can plan to deliver up to June 2022. However, the LAG reserves the right to vary the minimum and maximum durations, upwards or downwards.</p>
Outputs and results	<p><i>Outputs to be delivered</i> 70no. 01 Participants</p> <p>At least 50% should contribute to one of the following results:</p> <ul style="list-style-type: none"> • CR02 Participants in education or training on leaving • R1 Unemployed participants in employment, including self-employment on leaving • R2 Inactive participants into employment or job search on leaving <p>ERDF Outputs :</p> <p>In addition, we expect that organisations may achieve some or any of the following:</p> <ul style="list-style-type: none"> • Number of enterprises receiving support • Number of new enterprises receiving support • Employment increase in supported enterprises • Number of potential entrepreneurs assisted to be enterprise ready • Square metres public or commercial building built or renovated in target areas
Specific Call Requirements	<p>This Call is for projects to deliver activity for individuals residing in the Core areas of Saltash and Torpoint.</p>

	<p>The criterion for assessing project proposals is set out in the Evaluation and Scoring Guidance.</p> <p>Innovation, partnership working, community engagement, value for money, sustainability and alignment with local strategic priorities will all form key parts of the assessment of applications.</p>												
Target Geography	<p>The Local Development Strategy for South & East Cornwall Local Action Group area has been approved by Government based on the bottom 30% on the Index of Multiple Deprivation (IMD) and a range of other criteria. The strategy focuses on the most deprived areas of Cornwall.</p> <p>CLLD activity should aim to target the Lower Super Output Areas (LSOAs) that fall within the 30% most deprived nationally. These target areas are called 'Core' areas and all eligible project activity and expenditure must benefit eligible individuals within these areas. There is 1 Core LSOA in Saltash and 8 'Functional' areas. Torpoint has 1 Core LSOA and 5 'Functional' areas. Functional areas are adjacent areas not in the 30% most deprived but have been included in the CLLD geography because of their links to key opportunities and to form a more coherent area.</p> <p>For this call a minimum of 70% of participants must come from the Core area.</p> <p>This call is specifically focussed on the following areas of Saltash and Torpoint:</p> <table border="1"> <thead> <tr> <th colspan="2">Saltash</th> </tr> <tr> <th>Core LSOA</th><th>Functional LSOAs:</th></tr> </thead> <tbody> <tr> <td>Cornwall 026D</td><td> Cornwall 022B Cornwall 022D Cornwall 025A Cornwall 025B Cornwall 025C Cornwall 026A Cornwall 026B Cornwall 026C </td></tr> <tr> <th colspan="2">Torpoint</th> </tr> <tr> <th>Core LSOA</th><th>Functional LSOAs:</th></tr> <tr> <td>Cornwall 029A</td><td> Cornwall 012C Cornwall 012D Cornwall 029B </td></tr> </tbody> </table>	Saltash		Core LSOA	Functional LSOAs:	Cornwall 026D	Cornwall 022B Cornwall 022D Cornwall 025A Cornwall 025B Cornwall 025C Cornwall 026A Cornwall 026B Cornwall 026C	Torpoint		Core LSOA	Functional LSOAs:	Cornwall 029A	Cornwall 012C Cornwall 012D Cornwall 029B
Saltash													
Core LSOA	Functional LSOAs:												
Cornwall 026D	Cornwall 022B Cornwall 022D Cornwall 025A Cornwall 025B Cornwall 025C Cornwall 026A Cornwall 026B Cornwall 026C												
Torpoint													
Core LSOA	Functional LSOAs:												
Cornwall 029A	Cornwall 012C Cornwall 012D Cornwall 029B												

	<p>Cornwall 029C Cornwall 029D</p> <p>For ESF funded training delivery, the applicant may or may not reside in a Core area, but to access the ERDF for capital costs, applicants must have a base in the Core or Functional area. For example, a project with solely training activity benefiting residents in a Core area can be delivered by an organisation from outside the defined area, but if the application includes the cost of refurbishing a small training room or improving a kitchen for training purposes (i.e. enabled by ERDF) then the building must be within a Core or Functional area.</p> <p>Please visit www.magic.gov.uk to check specific postcodes and whether they are included in any of the Core LSOAs.</p>
Types of suggested activity under this call (this is not an exclusive list):	<p>Examples include, but are not limited to:</p> <ul style="list-style-type: none"> • Soft skills development, e.g. building confidence, self-esteem and raising aspiration • Financial capability training • IT skills development • Introduction to computer programming • Art and crafts based activities • Accredited training

Where it fits with the SELAG Strategy:

Strategic Objectives and Activities

The Local Development Strategy is structured around Strategic Objectives and Activities as set out below. Project applicants should ensure their proposals contribute to at least one SELAG Strategic Objective and one Activity.

SELAG Strategic Objective 3: Developing community led initiatives/ community based projects to work with people to build capacity, confidence and skills for progression towards employment and training	
Local Development Need	<p>People in CLLD areas face many challenges that may be to do with a number of factors including personal situations, levels of skills and experience and practical factors such as ability to get to places of work and being able to manage any caring responsibilities. Using local resources and assets within and near to CLLD communities could be a valuable and non-threatening way of getting people involved. This strategic objective therefore intends to encourage initiatives at the community level to help build people's confidence, self-esteem and aspirations in CLLD areas and to build their pathways for progression; and also build wider community cohesion and resilience for the longer term.</p>
Activity E	Community-led and community-based skills development,

	capacity-building support and enabling for individuals.
Description	Basic, life and creative skills development. peer-coaching, mentoring and retraining, developing skills for employability; and including working with frontline organisations such as Registered Social Landlords and community development facilitator support; local assets and resources as a vehicle for skills development e.g. heritage and culture
Links to other provision	Consideration should be given to existing service provision in the area and care taken not to duplicate any current services. CLLD cannot fund a project that duplicates an existing service in the same area, but it may be possible to add value to an existing service.
Call Deadline	Expressions of Interest received after the published deadline of 4pm on 8th June 2019 will not be considered.

3.2 Call 2: SELAG 02 Be 'Enterprise Ready' in Callington, Saltash & Torpoint

Call Details	SELAG02: Support for Potential Entrepreneurs in Callington, Saltash & Torpoint
Call Context	A recent review of projects and verifiable enquiries has shown there is little or no activity happening to meet the P11 outputs in this area (96 potential entrepreneurs is the SELAG target). The South & East Cornwall LAG feel it is timely to target activity accordingly.
Project Themes	<p>Projects that raise aspiration in eligible beneficiaries and recruit them to a course (min of 12 hours interaction) where they will learn how to become enterprise ready.</p> <p>Applicants should demonstrate where they are linking with local organisations for engagement, support and/or legacy purposes. Demonstration of innovative thinking in the applicant's exit strategy will be a priority.</p> <p>It is probable that a proportion of beneficiaries will have additional training needs that may limit their ability to make the most of the pre-start up business support. This should be taken into account by applicants and consideration given to how they will address this.</p> <p>Beneficiaries' may currently be employed, unemployed or inactive, but cannot already own a business.</p> <p>We are looking for:</p> <ul style="list-style-type: none"> • Applicants that can demonstrate flexible delivery methodologies that have different approaches depending on the needs of the beneficiaries. • Linkages between the applicant and other training programmes to facilitate additional skills development for beneficiaries as appropriate.
Indicative Fund Allocation	<p>Indicatively, the Local Action Group has allocated the following amount:</p> <p>Route to self-employment: £200,000 ERDF</p>
Minimum Application Level	ERDF and ESF investment in the CLLD target areas is intended to make a significant impact on local employment, skills and

	<p>enterprise.</p> <p>The minimum application level for funding is £15,000</p> <p>All potential applicant organisations are encouraged to work together with other local partners to generate new ideas, approaches and develop joint proposals.</p>
Duration of Project Activity	<p>Typically projects should plan to deliver activity for a minimum of 6 months and can plan to deliver up to June 2022. However, the LAG reserves the right to vary the minimum and maximum durations, upwards or downwards.</p>
Outputs and results	<p><i>Outputs to be delivered</i> Route to self-employment: 45no. P11 Potential entrepreneurs supported</p> <p>ERDF Outputs :</p> <p>In addition, we expect that organisations may achieve some or any of the following:</p> <ul style="list-style-type: none"> • Number of enterprises receiving support • Number of new enterprises receiving support • Employment increase in supported enterprises • Square metres public or commercial building built or renovated in target areas
Specific Call Requirements	<p>This Call is for projects to deliver activity for individuals residing in the Core Lower Super Output Areas of Callington, Torpoint and Saltash in the South & East Cornwall Local Action Group area.</p> <p>The criterion for assessing project proposals is set out in the Evaluation and Scoring Guidance.</p> <p>Innovation, partnership working, community engagement, value for money, sustainability and alignment with local strategic priorities will all form key parts of the assessment of applications.</p>
Target Geography	<p>The Local Development Strategy for South & East Cornwall Local Action Group area has been approved by Government based on the bottom 30% on the Index of Multiple Deprivation (IMD) and a range of other criteria. The strategies focus on the most deprived areas of Cornwall.</p> <p>CLLD activity should aim to target the Lower Super Output Areas (LSOAs) that fall within the 30% most deprived nationally. These target areas are called 'Core' areas and all</p>

eligible project activity and expenditure must benefit eligible individuals within these areas. There are 3 Core LSOAs across the areas targeted in this Call and 15 Functional areas. Functional areas are not in the 30% most deprived but are next to the Core areas and have been included in the CLLD geography because of their links to key opportunities and to form a more coherent area.

For this call a minimum of 70% of Participants must come from the Core area.

This call is specifically focussed on the following areas of Callington, Saltash and Torpoint:

Callington	
Core LSOA	Functional LSOAs:
Cornwall 013B	Cornwall 013A Cornwall 013C
Saltash	
Core LSOA	Functional LSOAs:
Cornwall 026D	Cornwall 022B Cornwall 022D Cornwall 025A Cornwall 025B Cornwall 025C Cornwall 026A Cornwall 026B Cornwall 026C
Torpoint	
Core LSOA	Functional LSOAs:
Cornwall 029A	Cornwall 012C Cornwall 012D Cornwall 029B Cornwall 029C Cornwall 029D

For ERDF funded training delivery, the applicant may or may not reside in a Core area, but to access the ERDF for capital costs applicants must have a base in the Core or Functional area. For example, a project with solely training activity benefiting residents in a Core area can be delivered by an organisation from outside the defined area, but if the

	<p>application includes the cost of refurbishing a small training room for training purposes (i.e. enabled by ERDF) then the building must be within a Core or Functional area.</p> <p>Please visit www.magic.gov.uk to check specific postcodes and whether they are included in any of the Core LSOAs.</p>
<p>Types of suggested activity under this call (this is not an exclusive list):</p>	<p>Route to self-employment:</p> <ul style="list-style-type: none"> • Enterprise coaching activity; • Nurturing new businesses through start-up support; • Business skills generator; • More targeted local interventions to engage with those that would not normally access this type of support; • Development of an 'information hub' for local employability / skills provision and available training and job opportunities; • Projects that use innovative ways of engaging residents not normally targeted for support; • Activities that raise aspirations and tackle under-employment in the target area; • Activities that promote mentoring, volunteering, progression support and transition support; • Re-engaging disadvantaged communities and connecting them with economic opportunities; • Expanding horizons through enterprise awareness, education and communications; • Promoting role models and enterprise champions; • Showcasing of local businesses; • Capacity building to enable existing community workers (and youth workers) to be 'enterprise ambassadors'; • Linking businesses to communities through mentoring, leadership exchange; • Supporting those in employment who may wish to become self-employed; • A supported enterprise model or new social enterprise providing 'back office' support; • Guidance and advice in accessing financial support; • Ideas generation; • Support to assist the development and establishment of alternative service delivery models and mutuals.

Where it fits with the SELAG Strategy:

Strategic Objectives and Activities

The Local Development Strategy is structured around Strategic Objectives and Activities as set out below. Project applicants should ensure that their proposals contribute to a least one Strategic Objective and one Activity.

SELAG Strategic Objective 1: Stimulating local businesses to provide local

work opportunities including by making them as competitive as possible	
Local Development Need	We want to make more locally available employment opportunities. To do this we need to work with businesses at all levels, from start-ups to larger employers, to help them put their businesses onto stable and viable footings and from there to move into growth opportunities. Research and consultations has shown the need for a range of business support to help make this happen, including help to businesses to become employers and a range of business and skills development needs. This Strategic Objective therefore prioritises working with businesses in order to help open up more local economic opportunities
Activity B	Business advice and practical support.
Description	Small equipment, training, and other activities to enable business establishment and growth
Links to other provision	The delivery of enterprise activities through CLLD will be complemented by a range of business support provision and partner initiatives. As part of the enterprise research, the existing provision has been mapped to ensure that services are not duplicated, and that the proposed activities add value to the start-up offer. Examples of some of the services that will work closely with the enterprise activities include Outset (tailored start up support), Unlocking Potential (aspiring entrepreneurs), Spark (business start-up programme) and the School for Social Entrepreneurs.
Call Deadline	Expressions of Interest received after the published deadline of 4pm on 8th June 2019 will not be considered.

3.3 Call 3: SELAG 03 Skills Development for Young People

Call Details	SELAG03: Support and skills development for inactive / unemployed Young People (18-24) in Callington
Call Context	SELAG recognises the lack of enquiries for projects working with young people in Callington. There is concern regarding stories of a rising drug issue in Callington and SELAG will welcome projects that also address this as part of an overall skills development project.
Project Theme	<p>Projects are sought that demonstrate ability to engage with young local unemployed and economically inactive residents in eligible areas of Callington. Projects will deliver a level of skills development relevant to the needs of participants and move them closer to the workforce. This may include addressing soft skills such as increasing confidence, raising aspiration and boosting self-esteem; accredited training; or anything in between. Following the intervention at least 50% of participants will be supported into further training, job seeking or employment.</p> <p>We are looking for:</p> <ul style="list-style-type: none"> • Projects that demonstrate a link between local employers staffing needs and the proposed training project will be a higher priority for support. • Projects where training is provided to eligible Participants in a way that also aims to address the most acute issues identified in the IMD will be a high priority for support.
Indicative Fund Allocation	<p>Indicatively, the Local Action Group has allocated the following amount: Skills (01 Participants):</p> <p>£75,000 £20,000 ERDF (enabling)</p>
Minimum Application Level	<p>ERDF and ESF investment in the CLLD target areas is intended to make a significant impact on local employment, skills and enterprise.</p> <p>The minimum application level for funding is £15,000</p> <p>All potential applicant organisations are encouraged to work with other local partners to generate new ideas, approaches</p>

	and develop joint proposals.
Duration of Project Activity	Typically projects should plan to deliver activity for a minimum of 6 months and can plan to deliver up to June 2022. However, the LAG reserves the right to vary the minimum and maximum durations, upwards or downwards.
Outputs and results	<p><i>Outputs to be delivered</i></p> <p>30no. (01) Participants</p> <p>At least 50% of participants should contribute to one of the following results:</p> <ul style="list-style-type: none"> • CR02 Participants in education or training on leaving • R1 Unemployed participants in employment, including self-employment on leaving • R2 Inactive participants into employment or job search on leaving <p>ERDF Outputs :</p> <p>In addition, we expect that organisations may achieve some or any of the following:</p> <ul style="list-style-type: none"> • Number of enterprises receiving support • Number of new enterprises receiving support • Employment increase in supported enterprises • Number of potential entrepreneurs assisted to be enterprise ready • Square metres public or commercial building built or renovated in target areas
Specific Call Requirements	<p>This Call is for projects to deliver activity for individuals aged 18-24 residing in the Core Lower Super Output Area of Callington.</p> <p>The criterion for assessing project proposals is set out in the Evaluation and Scoring Guidance.</p> <p>Innovation, partnership working, community engagement, value for money, sustainability and alignment with local strategic priorities will all form key parts of the assessment of applications.</p>

Types of suggested activity under this call (this is not an exclusive list):	<p>Skills development (01)s:</p> <p>Examples include, but are not limited to:</p> <ul style="list-style-type: none"> • Soft skills development, e.g. building confidence, self-esteem and raising aspiration • Financial capability training • IT skills development • Introduction to computer programming • Art and crafts based activities • Accredited training
---	---

Where it fits with the SELAG Strategy:

Strategic Objectives and Activities

The Local Development Strategy is structured around strategic objectives and actions as set out below. Project applicants should ensure that their proposals contribute to a least one strategic objective and one Activity

SELAG Strategic Objective 3: Developing community led initiatives/ community based projects to work with people to build capacity, confidence and skills for progression towards employment and training	
Local Development Need	People in CLLD areas face many challenges that may be to do with a number of factors including personal situations, levels of skills and experience and practical factors such as ability to get to places of work and being able to manage any caring responsibilities. Using local resources and assets within and near to CLLD communities could be a valuable and non-threatening way of getting people involved. This strategic objective therefore intends to encourage initiatives at the community level to help build people's confidence, self-esteem and aspirations in CLLD areas and to build their pathways for progression; and also build wider community cohesion and resilience for the longer term.
Activity E	Community-led and community-based skills development, capacity-building support and enabling for individuals.
Description	Basic, life and creative skills development. peer-coaching, mentoring and retraining, developing skills for employability; and including working with frontline organisations such as Registered Social Landlords and community development facilitator support; local assets and resources as a vehicle for skills development e.g. heritage and culture
Call Deadline	Expressions of Interest received after the published deadline of 4pm on 28th June 2019 will not be considered.

3.4 Call 4: SELAG 04 Development of Small Workspace (Looe)

Call Details	SELAG04: Development of small workspace units in Looe
Call Context	There is a lack of workspace available in Looe, particularly in the St Martins area. This has been backed up by some very initial enquiries received by the CLLD team at local events. At present there are no specific projects tackling this issue.
Project Theme	<p>Projects are sought that create or refurbish buildings for new commercial activity that provides an economic benefit to residents of the Core area of Looe. This may take the form of business units, a business incubator space, hot desking facilities or any other form of workspace that meets the local need.</p> <p>The aim is to create starter units around the St Martin area of Looe.</p> <p>We are looking for:</p> <ul style="list-style-type: none"> • Projects that provide a range of units which are accessible for new enterprises and 'kitchen table' businesses looking to expand into premises. • In particular, this may include flexible lease arrangements and designed with the ability for physical expansion, e.g. into the next door unit. BREEAM certified buildings will be proposed where appropriate. • Applicants will provide an evaluation report for each project to aid learning.
Indicative Fund Allocation	<p>Indicatively, the Local Action Group has allocated the following amount:</p> <p>£90,000 (ERDF)</p>
Minimum Application Level	<p>ERDF and ESF investment in the CLLD target areas is intended to make a significant impact on local employment, skills and enterprise.</p> <p>The minimum application level for funding is £15,000</p> <p>All potential applicant organisations are encouraged to work</p>

	with other local partners to generate new ideas, approaches and develop joint proposals.
Duration of Project Activity	Typically projects should plan to deliver activity for a minimum of 6 months and can plan to deliver up to June 2022. However, the LAG reserves the right to vary the minimum and maximum durations, upwards or downwards.
Outputs and results	<i>Outputs to be delivered</i> 20m2 (P12)
Specific Call Requirements	This Call is for projects to deliver activity for individuals residing in the Core Lower Super Output Area of Looe. The criterion for assessing project proposals is set out in the Evaluation and Scoring Guidance. Innovation, partnership working, community engagement, value for money, sustainability and alignment with local strategic priorities will all form key parts of the assessment of applications.
Types of suggested activity under this call (this is not an exclusive list):	<ul style="list-style-type: none"> • Construction of small units • Refurbishment of existing buildings for use as business units • Small-scale business incubation centre

Where it fits with the SELAG Strategy:

Strategic Objectives and Activities

The Local Development Strategy is structured around strategic objectives and actions as set out below. Project applicants should ensure that their proposals contribute to a least one Strategic Objective and one Activity

SELAG Strategic Objectives:

1 Stimulating local businesses to provide local work opportunities including by making them as competitive as possible

4 Raising community aspirations by targeting locally distinctive initiatives to achieve an economic step change (an objective in its own right and an underpinning objective)

Local Development Need

Objective 1
We want to make more locally available employment opportunities. To do this we need to work with businesses at all levels, from start-ups to larger employers, to help them put their businesses onto stable and viable footings and from

	<p>there to move into growth opportunities. Research and consultations has shown the need for a range of business support to help make this happen, including help to businesses to become employers and a range of business and skills development needs. This Strategic Objective therefore prioritises working with businesses in order to help open up more local economic opportunities</p> <p>Objective 4 Our CLLD clusters are quite individual and in some cases quite geographically separate. We want to encourage some pilot activities that take a place based approach to focus on something that is locally distinctive and will help build some better economic opportunities – and which could have the potential for wider roll out to other areas if successful. This place based approach could be an integrated project in its own right or it could be taking a place based approach in any of the other objectives</p>
Activity F	Build or renovate community economic hubs and small scale & larger workspace including in town and village centres
Description	Provision of workspace to meet private sector business needs; development or adaptation of existing community buildings to provide space for work and training; or creation of new spaces
Call Deadline	Expressions of Interest received after the published deadline of 4pm on 28th June 2019 will not be considered.

3.5 Call 5: SELAG 05 Upskilling to Fill Recruitment Gaps (SELAG)

Call Details	SELAG05: Meeting larger employers' recruitment needs through training for inactive / unemployed people across SELAG
Call Context	There are a number of larger employers across the SELAG area, e.g. Ginsters, St Austell Brewery etc. and, considering the UK average staff turnover is approximately 15%, this presents an opportunity for residents in Core areas to develop skills with a view to gaining employment.
Project Theme	<p>Projects are sought that demonstrate ability to engage with larger employers and understand their recruitment needs. This will lead to the development of relevant training for Participants in Core areas. Methods for engaging with eligible Participants will also need to be demonstrated.</p> <p>Projects will deliver a level of 'training' relevant to the needs of participants and support them into potential employment with the partner employer organisations. This may include addressing soft skills such as increasing confidence, raising aspiration and boosting self-esteem; accredited training; or anything in between. Following the intervention at least 50% of participants will be supported into further training, job seeking or employment.</p> <p>It is possible that wage subsidies can be utilised to help engage employers and mitigate any perceived risk of employing somebody from disadvantaged circumstances, e.g somebody with a disability or who may be long-term unemployed.</p> <ul style="list-style-type: none"> • We are looking for: Projects that demonstrate an ability to act strategically linking employers staffing needs with courses for local Participants. • Projects that take Participants' wider development needs into account and find solutions to address them.
Indicative Fund Allocation	<p>Indicatively, the Local Action Group has allocated the following amount:</p> <p>£200,000 ESF £50,000 ERDF (enabling)</p>

Minimum Application Level	<p>ERDF and ESF investment in the CLLD target areas is intended to make a significant impact on local employment, skills and enterprise.</p> <p>The minimum application level for funding is £15,000</p> <p>All potential applicant organisations are encouraged to work with other local partners to generate new ideas, approaches and develop joint proposals.</p>
Duration of Project Activity	<p>Typically projects should plan to deliver activity for a minimum of 6 months and can plan to deliver up to June 2022. However, the LAG reserves the right to vary the minimum and maximum durations, upwards or downwards.</p>
Outputs and results	<p><i>Outputs to be delivered</i></p> <p>80no. (01) Participants</p> <p>At least 50% of participants should contribute to one of the following results:</p> <ul style="list-style-type: none"> • CR02 Participants in education or training on leaving • R1 Unemployed participants in employment, including self-employment on leaving • R2 Inactive participants into employment or job search on leaving <p>ERDF Outputs :</p> <p>In addition, we expect that organisations may achieve some or any of the following:</p> <ul style="list-style-type: none"> • Number of enterprises receiving support • Number of new enterprises receiving support • Employment increase in supported enterprises • Number of potential entrepreneurs assisted to be enterprise ready • Square metres public or commercial building built or renovated in target areas
Specific Call Requirements	<p>This Call is for projects to deliver activity for individuals residing in the Core Lower Super Output Areas across the SELAG area.</p> <p>The criterion for assessing project proposals is set out in the Evaluation and Scoring Guidance.</p>

	<p>Innovation, partnership working, community engagement, value for money, sustainability and alignment with local strategic priorities will all form key parts of the assessment of applications.</p>
Target Geography	<p>The Local Development Strategy for South & East Cornwall Local Action Group area has been approved by Government based on the bottom 30% on the Index of Multiple Deprivation (IMD) and a range of other criteria. The strategies focus on the most deprived areas of Cornwall.</p> <p>CLLD activity should aim to target the LSOAs that fall within the 30% most deprived nationally. These target areas are called 'Core' areas and all eligible project activity and expenditure must benefit eligible individuals within these areas. There are 36 Core LSOAs across SELAG. Functional areas are adjacent areas not in the 30% most deprived but have been included in the CLLD geography because of their links to key opportunities and to form a more coherent area.</p> <p>For this call a minimum of 70% of participants must come from a Core area.</p> <p>For ESF or ERDF funded training delivery (skills and route to employment respectively), the applicant may or may not reside in a Core area, but to access the ERDF for capital costs applicants must have a base in the Core or Functional area. For example, a project with solely training activity benefiting residents in a Core area can be delivered by an organisation from outside the defined area, but if the application includes the cost of refurbishing a small training room as part of the project, (i.e. enabled by ERDF) then the building must be within a Core or Functional area.</p> <p>Please visit www.magic.gov.uk to check specific postcodes and whether they are included in any of the Core LSOAs.</p>
Types of suggested activity under this call (this is not an exclusive list):	<ul style="list-style-type: none"> • Employer engagement to identify needs • Matching delivery of skills development with employers' needs • Work placements

Where it fits with the SELAG Strategy:

Strategic Objectives and Activities

The Local Development Strategy is structured around strategic objectives and actions as set out below. Project applicants should ensure that their proposals contribute to a least one strategic objective and one Activity.

SELAG Strategic Objective:

1 Stimulating local businesses to provide local work opportunities including by making them as competitive as possible

Local Development Need

We want to make more locally available employment opportunities. To do this we need to work with businesses at all levels, from start-ups to larger employers, to help them put their businesses onto stable and viable footings and from there to move into growth opportunities. Research and consultations has shown the need for a range of business support to help make this happen, including help to businesses to become employers and a range of business and skills development needs. This Strategic Objective therefore prioritises working with businesses in order to help open up more local economic opportunities

Activity C

Supporting and working with employers to increase employment and growth opportunities

Description

Enhanced apprenticeships, work experience, sustainable employment and wage subsidy and community outreach by businesses.

Stronger business interaction with CLLD communities to create a wider local availability of employees meeting local business needs and businesses providing local job opportunities (especially as Mid Cornwall Corridor economic opportunities develop)

Links to other activity in the LDS

Activity E 'Community-led and community-based skills development, capacity-building support and enabling for individuals'.

Links to other provision

Consideration should be given to existing service provision in the area and care taken not to duplicate any current services. CLLD cannot fund a project that duplicates an existing service in the same area, but it may be possible to add value to an existing service.

Call Deadline

Expressions of Interest received after the published deadline of **4pm on 28th June 2019** will not be considered.

4 Monitoring and evaluation of outputs over the life time of the project

Applicants will need to demonstrate how the eligible activity funded by ESF and ERDF will achieve the Local Development Strategy outputs and results.

For projects proposing to deliver activity against more than one action within a strategic objective, the appropriate outputs should be selected. Projects will be required to report on, and evidence, the achievement of outputs separately under each strategic objective and action.

The total outputs and results for the South & East Cornwall Local Development Strategy is as follows:

ESF Outputs:

O1	Number of participants	753
CO01	Participants that are unemployed including long-term unemployed	437
CO03	Participants that are inactive	316
O4	Participants that are aged over 50	180
O5	Participants that are from ethnic minorities	7
CO16	Participants that have disabilities	219

25

ESF Results:

CR02	Participants in education or training on leaving	151
R1	Unemployed participants in employment, including self-employment on leaving	87
R2	Inactive participants into employment or job search on leaving	142

ERDF Outputs:

C1	Number of enterprises receiving support	63
C5	Number of new enterprises receiving support	47
P11	Number of potential entrepreneurs assisted to be enterprise ready	189

The outputs and results for the South & East Cornwall Local Action Group area are detailed in each call outline. Applicants can meet or exceed these figures.

Further guidance on outputs and results is available on the programme website or by contacting the CLLD team at CLLD@cornwalldevelopmentcompany.co.uk. It is important that each applicant carefully reads and understands the definitions and monitoring requirements for evidencing outputs and results.

Projects that can demonstrate an ability to target the most disadvantaged individuals and groups and the most deprived communities identified in the Local Development Strategies, will be prioritised. The Local Action Groups are also keen to consider projects that include innovative ways of delivering outcomes, particularly where they involve partnership working and collaboration, which could be assistance in forming co-operatives for example.

Projects should also consider how they will contribute to the strategies' aims as well as local outputs and impacts relevant to the project. These might include, but are not limited, to the following:

- Positive progression towards employment (including self-employment), training, volunteering or other outcome;
- Improved skills, capacity and local leadership to meet local needs;
- Individuals have the confidence, capacity, self-belief and inspiration to take steps towards and move into self-employment, employment, training or other appropriate progression

Successful applicants will be required to participate in project and programme level evaluations as required by the Local Action Groups. As well as collecting core ERDF and ESF output and results information, project applicants and delivery partners will be required to monitor individual beneficiary progress using an agreed methodology. This will be complemented by CLLD beneficiary and leaver forms to capture important information and data that will be used to evaluate the wider impacts of the programme.

26

Further guidance and support on monitoring and evaluation will be provided to projects at the full application and contracting stages.

5 Evaluation

Applicants must fully complete the Expression of Interest which will be appraised by the Accountable Body against the criteria in the Evaluation and Scoring Guidance.

Invitations to progress to the Full Application stage do not in any way indicate or constitute an offer of a grant.

Once the Expression of Interest appraisal is complete, the Accountable Body will seek Local Action Group approval to prioritise the applications they wish to proceed with. Only those applications that the Accountable Body and Local Action Group agree should proceed will be invited to submit a Full Application.

At the Full Application stage further detail on the project proposal will be sought, including consideration of additional appraisal criteria. Subsequently, only those Full Applications that the Accountable Body and LAG agree should proceed will be approved.

6 Eligibility rules

ERDF and ESF eligibility rules apply to all project expenditure, including match funding. A list of eligible and ineligible costs is available from the website, by emailing CLLD@cornwalldevelopmentcompany.co.uk or from the national ESF and ERDF eligibility rules.

ESF eligibility rules:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/591547/european_social_fund_national_eligibility_rules.pdf

ERDF eligibility guidance:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/696449/ESIF-GN-1-003_ERDF_Eligibility_Guidance_v8.pdf

If successful at the Full Application stage, applicants will enter into a Funding Agreement with the Accountable Body and must abide by the standard terms and conditions. Once a Funding Agreement has been issued it should be signed and returned within 30 days, unless agreed otherwise with the Accountable Body.

27

7 Eligible applicants

The ESF and ERDF eligibility rules set out which types of organisations are eligible to apply for European funding. These include:

- Voluntary / community organisations;
- Not for Profit organisations;
- Registered charities;
- Higher and Further Education Institutions;
- Statutory and non-statutory public funded organisations/bodies;
- Private sector organisations.

Due Diligence checks may also be undertaken at the Expression of Interest stage.

Applicants must be legally constituted both at the point of submitting an Expression of Interest and signing a Funding Agreement. If the application is approved the applicant organisation will enter into a legally binding Funding Agreement and therefore will carry the liability for ensuring that the terms and conditions of the Funding Agreement are met.

If there is more than one organisation applying for the funds, a lead organisation must be selected to become the applicant (and grant recipient) with the other organisation(s) acting as delivery partner(s). In this situation the applicant would be responsible and liable for the delivery partner(s) and ensuring the project is operating compliantly. The applicant is responsible for establishing appropriate agreements with its delivery partner(s).

During the application process the Accountable Body, on behalf of the LAG, will consider the applicant's track record, both positive and negative. If the applicant has been involved in the delivery of previous grant programmes and any irregularities have been identified, the Accountable Body will expect to see what steps have been taken to ensure that the risk of further irregularities in the future is mitigated. It is acknowledged that some organisations will be new to European funding and will not have a track record.

8 Intervention rate and match funding

ESF and ERDF investment must not be used to replace existing funding sources or duplicate activity.

European funding must enable activity to take place that would not otherwise happen or to increase the scope, scale or intensity of activity.

For all outputs except C1 Enterprise Supported and C5 New Enterprise Supported it is expected there will be no state aid.

- The maximum ERDF intervention rate is 72% of the total eligible project costs.
- The maximum ESF intervention rate is 80% of the total eligible project costs.

Where state aid does apply, the intervention rate may be lower than this.

The funding awarded will be the minimum in order for the project to proceed.

The remaining funds must come from other eligible non-European sources, which may include:

- Other public funding;
- Community foundations and trusts;
- Lottery distributors;
- Voluntary and community sector sources;
- Private sector contributions.

During the application and appraisal process applicants will need to satisfy the Accountable Body and LAG that they have, or are able to put in place, eligible match funding for the balance of costs.

ESF and ERDF are typically paid quarterly in arrears and expenditure must be defrayed prior to the submission of any grant claims to the Accountable Body. Applicants will be asked to demonstrate how they are able to cash flow the project. By exception projects can be considered for monthly claims in arrears, however, this must be requested and evidence of need for this arrangement provided.

9 Project timescales

Applicants should plan to deliver activity for a minimum of 6 months (e.g. for pilot projects) up to June 2022. However, the Local Action Group reserves the right to vary the minimum and maximum durations, upwards or downwards.

Expressions of Interest approved through this call for projects will normally be expected to:

- Submit a detailed and complete Full Application by the deadline given if formally selected at Expression of Interest stage. Projects which fail to meet this deadline may be deselected;
- Commence delivery (defraying ERDF/ESF eligible costs) as soon as is practically possible and within three months of formal approval as a maximum. Projects which fail to meet this deadline may be deselected, and
- Complete their project activities by June 2022.

29

10 Cross cutting themes – Equal opportunities and sustainable development

The Local Development Strategies are each supported by 3 key cross-cutting themes as follows:

- Demonstrating **sustainability**, with projects having at least a neutral, and preferably a positive environmental impact. They must also demonstrate that they can deliver a sustainable business model which will reduce the need for continued public support beyond the lifetime of the programme, as well as a lasting legacy post-completion.
- Actively promote and implement **equal opportunities**, demonstrating a positive equalities impact. All projects supported must take account of their impact on people with protected characteristics.
- Embed **innovation** in project design and delivery, for example at business level new services and working practices, and at community level social innovations that seek new solutions to social issues. In this way innovation will help achieve a community legacy.

All applications selected as a result of this call will be required to demonstrate at the Full Application stage how the Cross Cutting Themes will be addressed in the project design, development and implementation. The LAG's CLLD policies for equal opportunities and sustainable development are available on the programme website.

Further information and good practice material is available here:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/592338/ESF_cross_cutting_themes_guidance_sustainable_development-and-equality.pdf

11 Partnership working, additionality and value for money

Additionality is a core principle of European funding. Applicants must be able to demonstrate that the activity paid for by European funding adds value to new or existing activity, and contributes to local and domestic priorities.

European funding cannot support activities that duplicate existing provision or services within the CLLD area. Applications will need to identify and evidence how the beneficiaries will access and use the service, and demonstrate that the project will not displace other activity available locally.

30

The Local Action Groups are keen to consider projects that include innovative ways of delivering outcomes, particularly where they involve partnership working and collaboration, which could include assistance in forming co-operatives for example.

12 State aid and revenue generation

State Aid is the use of state funding or resources to support businesses (or commercial undertakings). The decisive factor in determining whether an organisation is an undertaking is not the nature of the entity itself, but the nature of the activities it carries out. If it carries out an economic activity, selling goods or services on a market, it is an undertaking.

In order to ensure that all activities supported through CLLD are lawful, State Aid will be initially assessed by the Accountable Body at the Expression of Interest stage. If clarification on State Aid is required, this will be requested from the project applicant at the Full Application stage. All applicants must satisfy themselves that State Aid regulations are complied with and consider taking legal advice.

13 Procurement regulations

Project costs must be procured in line with National (including Public Procurement Regulation 2015) and European Union regulations.

Procurement will be subject to audit and verification and any irregularity will result in a financial penalty of up to 100% of the grant paid. Robust and transparent procurement is required to ensure that grant recipients:

- Consider value for money;
- Maximise efficient use of public money;
- Maintain competitiveness and fairness across the European Union.

It is strongly recommended that applicants review their own procurement procedures to ensure they are in line with National ESIF Procurement requirements.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/592852/ESIF-GN-1-001_ESIF_National_Procurement_Requirements_v5.pdf

14 Key documents and guidance materials

The following key documents and guidance are available from the CLLD website www.communityledcornwall.co.uk and by emailing the team:

1. Expression of Interest Form
2. Expression of Interest Form Guidance
3. CLLD Handbook
4. Finding the Core Neighbourhoods

31

15 Document checklist

Incomplete applications will be rejected. Please ensure the following information is submitted:

Expression of Interest Stage:

- Fully completed Expression of Interest Form

16 Further information and support

For further information and project development support, including sign-posting to match funding advice and opportunities, please email CLLD@cornwalldevelopmentcompany.co.uk

If clarification is required on any aspect of this document please email CLLD@cornwaldevelopmentcompany.co.uk. All clarifications will be posted on the 'Calls' page on the website www.communityledcornwall.co.uk

17 Document submission

Completed Expressions of Interest must be submitted via **email** to:

CLLD@cornwaldevelopmentcompany.co.uk

Expressions of Interest not received by the call closure deadline of **4pm** on **8th June 2019** for SELAG Calls 1 & 2 or **28th June 2019** for SELAG Calls 3, 4 & 5 will not be assessed. Expressions of Interest which are not fully completed by this date will be excluded.

(revised JT 04/04/2019)