

Third Sector Leaders

ACEVO

Association of Chief Executives of Voluntary Organisations

Future Jobs Fund: Bid Writing Master Class

Nick McAllister

***Procurement and Commissioning
Executive - ACEVO***

Outline:

- About ACEVO
- Some Key Points
- The Criteria for the Programme
- The Application Process

About ACEVO:

- Formed in 1987
- Network for the leaders of 3rd Sector Organisations
- We have over 2000 members
- We have over 35 staff
- Launched northern office in Leeds last year



About ACEVO:

- Publications
 - Network
 - The Sustainability Challenge
 - Think pieces and guidance
- Support Services
 - Governance Review
- Training and Events Programmes
 - Personalisation and Procurement training
 - Conferences and CEO Summit
- Dynamic Policy Team



About ACEVO:

- Full Cost Recovery
 - Business Planner
 - Training
 - Representation
- Commissioning Support
 - Training
 - Helpline
 - Legal support



Recession Support Website:

- www.recessionsupport.org.uk
- Up to the minute news
- Expert guidance
- Financial planning
- Pod casts

The screenshot shows the homepage of the Recession Support website. The main header includes the logo and the tagline "Supporting the third sector in the recession". A navigation menu lists: Home, News, Expert guides, Finance, Managing your organisation, CEO development, Events, Recovery. The "Latest News" section features several articles:

- Charity collaboration should be an example to us all**: A news item about charity collaboration in Wales.
- The Politics Show**: A podcast featuring Jim Baker, ACEVO regional coordinator.
- Join ACEVO**: A banner for the ACEVO CEO Summit on 11 June 2009.
- Action Planning**: A section for financial planning.
- Charity's fears over funding cut for Wiltshire youth counselling service**: An article about funding cuts for youth counselling.
- Charity should be part of every day life, says ambassador**: An article about Dame Stephanie Shirley.

The browser window title is "Supporting Charities and Third Sector Organisations Through The Recession - Windows Internet Explorer". The address bar shows "http://www.recessionsupport.org.uk/main".

Some initial Key Points:

- Do it for the right reasons
 - This is not a cheap labour programme!
 - Think it through properly
- There is clearly a lot of interest in the programme
 - Increased Competition
 - You must make a strong credible bid
- The sooner you get your bid in the sooner you will be able to deliver

The Programme Will Deliver:

- 150,00 Jobs to be created
- Of these:
 - 10,000 Green Jobs
 - 100,000 for 18 – 24 year olds who are long term unemployed
 - 50,000 for unemployment hotspots
- Programme lasts until end of March 2011

Unemployment Hotspots:

Unemployment Hotspots are:

- Places where the unemployment rate is 1.5% above national average
- In some cases could be a whole borough or district
- In some cases could be a particular part of town or village
- Will be up to the bidder to justify how this has been calculated

Your Bid Must:

- Create a minimum of 30 jobs within the funded period
- These must pay minimum wage
- Be at least 25hrs per week
- Last for a minimum of 6 months, preferably leading to permanent employment
- All the jobs must contribute to meeting the fund targets
- Your bid could meet multiple targets

Your Bid Must:

- Provide direct community benefit, beyond simple job creation
- How will you deliver social, environmental or cultural benefits through creating the jobs and the work they deliver?
- Show links to strategic planning, such as Sustainable Community Strategies and Local Area Agreements

Your Bid Must:

- Include a worklessness assessment
- Include a timeline for how jobs will be created during the funded period
- Show your organisation track record and experience of delivering this kind of programme
- Include details of how you will support employees to get permanent employment
 - Training
 - Job Search and Interview Techniques

Some Technical Points:

- The jobs must be 'extra jobs' created by this funding
- Most of the Jobs will be created through job centre referrals, although you can find your own people for some jobs as long as they meet the fund criteria
- Job creation can be spread over the 18 month funded period – not all jobs have to start on the same day.
- You can interview people and turn unsuccessful applicants away

Some Technical Points:

If someone leaves, because they find a better job or are unsuitable for the post:

- The funding for that post will be suspended until someone new is in it
- You should try and re-recruit
- Time permitting, you can combine unused months to create a new job.
 - Two people leaving 3 months early = 6 months

Financial Information:

- Maximum available funding of £6500 per post
- Minimum wage is currently:
 - £4.77 for 18 to 21 year olds
 - £5.73 for 22 and over
- Maximum of £3400 or £2776 for additional costs beyond salary
 - National Insurance, Supervision & Materials
 - Programme Management

Match Funding:

Match Funding is to be encouraged

- But this programme can not be combined with any other Employment Programme
- Training funding can be matched.
- All other programmes eg; Big Lottery Fund, DECC energy efficiency programme, Charitable Trusts and Regeneration Funding can be used

Who Can Apply:

Who Can Apply:

- “Bids can come from anyone, but we have a strong preference for partnership bids. We expect the majority of bids to the Fund to be led by local authorities, sub-regional, city region and local partnerships, or by national or local public sector and third sector bodies.”
- There are no exclusions
- **Partnerships are to be encouraged**

Who Can Apply:

They particularly want to see jobs created within:

- SMEs
- Charities, Social Enterprises and Third Sector Organisations
- Criteria and bidding processes will be refined to ensure these aims are met

Who Can Apply:

Partnerships:

- Lead partner handles programme management, reporting and distribution of funding
- All partners can create job opportunities and must supervise their employees, providing exit interviews and references

Who Can Apply:

Partnerships:

- New partnerships can apply
- Building partnerships takes time and trust.
 - Don't underestimate this
 - Put effort into getting to know each other
 - Ensure there is good open communication
 - Consider implications of poor performance
- <http://www.bassac.org.uk/our-programmes/collaboration>

Building a Successful Bid:

- The more information you can give the better
- Consider how you are selling yourself and that you have thought through the implications of delivering this programme
- You need to make the funder see you as being a safe bet
- Make sure you do a very good job of either showing how all the jobs will be delivered or selling the fact that you as lead partner have built and delivered this kind of programme before and that you know exactly what the first jobs to be created will be.

Submission and Assessment:

- Advice and support will be available to applicants in developing their bids
- All bids will be assessed on the criteria of the minimum fund requirements.
- Bids submitted by Tuesday 30th of June will be able to start in October or slightly earlier if processing time allows.
- Bid assessment will be continuous with a five week turnaround from receipt of bid
- **Don't leave it to the last minute!**

Submission and Assessment:

- Last application date will be around end of June 2010, unless resources allocated sooner
- Unsuccessful bids which meet minimum criteria will automatically be re-submitted to further allocation panels
- Unsuccessful bids will be given feedback
- Bidders can use this to provide additional information and strengthen their bids

Secondary Assessment Criteria:

In the event of over-subscription, assessment based on:

- Unit cost to the Fund, in terms of both:
 - the average cost per job of each bid
 - the extent to which other funding streams are aligned to support the proposal
- The extent to which the proposals supports the move to permanent employment
 - Long term prospect within the employer
 - Inclusion of skills based training
- Track record of delivering this kind of programme

Conclusions:

- This is a huge opportunity for the third sector
- Partnerships, partnerships, partnerships
- Good luck!

Further Information:

- DWP Information Page:

<http://www.dwp.gov.uk/campaigns/futurejobsfund/index.asp>

Stay in touch

Nick McAllister

Procurement & Commissioning Executive

T: 0207 280 4937

E: nick.mcallister@acevo.org.uk

Commissioning Support Service

T: 0207 280 4937

E: commissioning.support@acevo.org.uk