

UPDATE ON THE FUTURE JOBS FUND 13TH May 2009

Purpose

This provides an update on the Future Jobs Fund.

It has more detailed FAQs that may help with your bids. It also directs you to information that may help you calculate the numbers of job seekers allowance in your area. It also includes details of the Government office representative that can help you either identify local authority partners in your area or provide more general advice.

The other thing to note is that if you are considering putting together a partnership bid it is **NOT** essential that all partners are identified at application stage or that the number of jobs each organisation can create be specified only the total number.

Q: Can applications be accepted from organisations and partnerships in Scotland, Wales and Northern Ireland?

A: The fund will be open to bids from organisations and partnerships in England, Scotland and Wales. The Fund is not available in Northern Ireland as responsibility for Social Security is devolved to the Northern Ireland Social Security Agency.

Q: What is meant by “Upper tier authorities”?

A: “Upper tier authorities” are County Councils, Unitary Authorities, Metropolitan Boroughs and London Boroughs. We expect the majority of bids to come from upper tier authorities and sub-regional partnerships, but we would welcome bids from others, including District Councils in two-tier areas.

Q: Can organisations other than local authorities submit a bid?

A: Whilst we do expect many bids to be submitted by local government, we are encouraging all bidders to work with a variety of local partners, and we are also inviting bids from other organisations such as social enterprises and voluntary sector bodies, as long as their proposals meet the criteria set out in the Guide to the Future Jobs Fund.

- [Guide to the Future Jobs Fund](#) (52KB) 

Q: Can we enter more than one bid?

A: We would encourage organisations to work in partnership and, wherever possible, submit only one bid per area. Where this is not practicable, for example if your organisation is a member of two local partnerships, you can submit more than one bid but you should state this explicitly on all applications.

Q: Can we extend bids once jobs are up and running?

A: If you bid successfully to create jobs for 6 months you will be able to bid again to create additional jobs. However you would not be able to use that funding to extend the employment of an existing Future Jobs Fund employee. Evidence that the initial jobs created have been successful will stand you in good stead for further applications.

Q: Can we bid again if we are unsuccessful the first time?

A: You can submit subsequent bids if your bid is unsuccessful. If your bid is unsuccessful we will provide you with feedback to help you strengthen any future bids.

The bids

Q: What is the deadline for bids?

A: We will assess bids on a rolling basis. We will aim to assess bids and notify bidders within five weeks of the bid being submitted. We would expect that it may then take up to eight weeks for successful bidders to be ready for the first employee to start – although in some cases it may be considerably quicker.

As a rule of thumb, we would therefore suggest that you aim to submit your bid at least twelve weeks before you would anticipate the first job starting. So if you wish to have jobs in place by October 2009 your bid should be submitted by 30 June. If you intend to recruit your first employee in January, then submit the bid by the end of September.

Q: Will you accept bids from managing agents – where you pay a management fee to the agent to source jobs and then contract separately with the employer?

A: We would welcome partnerships bids and managing agent bids. However, we expect that these would be on the basis that we make payments only to the lead bidder or agent, and the lead bidder is then responsible for making payments to the employer where that is another organisation.

Q: How many people in my area are likely to reach 12 months on Jobseeker's Allowance and become eligible for a Future Jobs Fund job?

A: As the Bid Guidance Notes set out, all bids will require supporting analysis to demonstrate demand and supply side considerations.

We expect that young people will be referred to Jobs Fund jobs after they have been on Jobseeker's Allowance for ten months and before they reach twelve months on benefit. Currently around 90 percent of people leave Jobseeker's Allowance within twelve months. Based on previous recessions, it is possible that this proportion could fall slightly over the coming months, although it is unlikely that the proportion will change significantly.

So, the best way to estimate the possible number of people in an area who may become eligible for a Jobs Fund job would be to look at the number of young people who started their claim ten months before you anticipate the job will start, and assuming that perhaps 10 to 15 percent will still be on Jobseeker's Allowance ten months later. So if you are bidding for jobs that will start in October 2009 then you need to check how many people started their claim in December 2008. For jobs that start in January or February 2010 you need to check how many started their claim in March or April 2009.

Note that not everyone who is technically eligible for a job will be referred by Jobcentre Plus – as some may not be suitable for that job. And of those referred, we would not expect employers to always recruit every single candidate. So you may want to assume that only a proportion of the possible number of people eligible would be offered a Jobs Fund job.

We have set out below how to get the data on the number of people starting a Jobseeker's Allowance claim.

Q: How can I calculate the Jobseeker's Allowance claimant count figures for my area?

- [The NOMIS website](#) provides a lot of information about Jobseeker's Allowance.

A: Because Jobseeker's Allowance figures change all the time as people start and leave benefit, the most useful information is on claimant count "on flows" – that is, the number of people starting a Jobseeker's Allowance claim at a certain point in time. From this you can then make an estimate of how many may still be on benefit 10 months or a year later.

A step-by-step guide to getting Jobseeker's Allowance flows from NOMIS is below.

1. From the NOMIS homepage, firstly click on the 'Advanced query' link inside the box on the top right hand corner.

Another window will open entitled **Choose your dataset...** This page shows a list of themes.

2. From this list, select **Claimant count**.

3. In this folder there are then 2 options, current and historical. Select the **current** folder.

4. There are then a number of options. Select the link **claimant flows – age and duration (Jun 1983 to Apr 2009)** which is about half way down the list.

5. You will be taken through to a new screen where you can specify what data you want. On the left hand side of the screen there is a list of options. Working through these:

- Firstly, click on **Geography**. A list of possible criteria will appear. Select the one that is relevant for what you want. For regions, use **government office regions**. For local authorities, use **local authorities: county / unitary**. Click on the drop down box next to the relevant option and select **All** or **Some**. If you select **Some** then you will be taken to another screen where you can specify which area you want data on. If you select **All** then you can download all of those areas.
- Secondly, select **Date** on the left hand side of the screen. Leave the default setting and tick the dates that you require data from.
- Then select **Age Duration** from the left hand side of the screen. Tick the box relating to 'Aged 24 and under'.
- Lastly, Select **Flow** on the left hand side of the screen. Deselect 'off-flows' and select 'on-flows'.

6. To double check the options that you have made, click on the **review selection** link on the left hand side of the screen.

7. Then click on **download data** under the results heading on the left of the screen.

8. The new screen will tell you that the data is ready to download. Click on the spreadsheet link entitled **Download data for...**

9. Next you can either directly open the sheet, or save it first. The spreadsheet can then be used with appropriate software like Microsoft Excel.

Q: How will the secondary criteria be assessed?

A: If a substantial number of bids pass the minimum requirements we will take account of the secondary criteria. We are developing the processes and guidance for assessing the secondary criteria, including any weighting or scoring that will be applied.

The fund

Q: Who is managing the fund?

A: The fund will be managed centrally by Department for Work and Pensions.

Q: Can the Future Jobs Fund be combined with existing recruitment subsidies or other employment support programmes?

A: Funds from the Future Jobs Fund cannot be combined with any elements of the new package of support for jobseekers who have been unemployed for six months. It also cannot be combined with funding for the Flexible New Deal, as Future Jobs Fund employees will have left Jobseeker's

Allowance before they reach the Flexible New Deal point. It also cannot be combined with any New Deal Options.

However, we would welcome bids that align with other specialist support – for example Access to Work or European Social Fund provision, or local provision through the Working Neighbourhoods Fund.

Q: Can Train to Gain funding be combined with the Future Jobs Fund?

A: It may prove possible to access Train to Gain funding alongside the Future Jobs Fund, depending on the availability of funding and its eligibility criteria. You should contact your local Learning and Skills Council to discuss whether Train to Gain funding is available.

Q: Can the flexibility to train full-time for eight weeks while remaining on Jobseeker's Allowance be used to allow for pre-employment training before a Future Jobs Fund job?

A: The flexibility to continue to claim Jobseeker's Allowance for up to eight weeks while also studying full-time can be used at a Jobcentre Plus personal adviser's discretion. In principle, this could be used in the two months before an individual moves into a Future Jobs Fund job, but the funding for the training itself would need to be identified from another source.

The jobs

Q: Does our bid need to create 30 jobs to be considered?

A: No, but creating 30 jobs is one of the secondary criteria. So if there are a substantial number of bids and your bid is for fewer than 30 jobs, then your bid is less likely to be successful.

Q: What constitutes a "green job"?

A: We expect 10,000 of the 150,000 jobs created through the Future Jobs Fund will be "green jobs".

We do not intend to tightly define a "green job" but will expect bidders to identify any jobs they consider to be green jobs when presenting their bid.

Q: Can the Future Jobs Fund be used to fund an apprenticeship?

A: We would welcome bids that create apprenticeships. The Future Jobs Fund minimum criteria will still apply. This means that the funding will be to a maximum of £6,500 and the people will be employed for at least 25 hours a week, and paid at National Minimum Wage, and that the work done will be additional, will benefit local communities and will be underway quickly. So the exemption from paying National Minimum Wage in the first year of an apprenticeship would not apply for the six months funded by the Future Jobs Fund. We would expect bidders to demonstrate that they have the necessary funding to cover the remainder of the apprenticeship.

Q: Can the Future Jobs Fund be used to fund a move into self-employment?

A: The Government already provides financial and practical support to people who have been claiming Jobseekers Allowance for 6 months and are looking to move into self-employment. Your Jobcentre Plus adviser or Business Link in England can give you more details. We will not accept bids to the Future Jobs Fund for creating self-employment opportunities.

Q: What performance monitoring will be required?

A: We will publish further information on performance monitoring and assurance in due course.

Q: How will payments be made?

A: Bidders are asked to set out their costs and how these break down as part of the secondary criteria. We are considering how payments will be made, but we intend that there will be a mix of some up-front payment when (or possibly before) an individual starts a job, ongoing payment and possibly payment on completion.

The people

Q: Can the jobs created be for long-term unemployed people under 18?

A: All jobs must be suitable for long-term unemployed young people (aged 18–24), although a proportion of jobs may be taken up by long-term unemployed people of any age depending on local circumstances. Future Jobs Fund jobs will not be available to people under eighteen.

Q: Can the jobs created go to people on any out of work benefit?

A: The 100,000 jobs targeted on young people will go to 18–24 year olds approaching 12 months on Jobseeker's Allowance. In exceptional cases, where jobs cannot be filled by young people, then advisers may have discretion to refer older people on Jobseeker's Allowance. However we do not expect that those jobs will be filled by people on other benefits.

The 50,000 jobs targeted on unemployment "hotspots" are not limited to individuals on Jobseeker's Allowance, and so we would welcome bids that align specialist funding to create opportunities for people on other out-of-work benefits (Income Support, Incapacity Benefit, Employment and Support Allowance). In all cases we would expect that jobs in unemployment hotspots would be targeted at those who have been on benefit for a year or more. Bidders should set out any requirements of the jobs they intend to create and we will develop guidance for advisers to ensure that appropriate claimants are referred.

Q: For those individuals who are "fast tracked" to the six month point of their claim, because they were previously not in education, employment or training (NEET) will they be eligible for a Future Jobs Fund job six months early?

A: We are currently finalising the guidance on this and will update the Frequently Asked Questions in due course.

Q: If a 6 month post is created and the postholder leaves early, can the job be offered to someone else for the remaining period or an entire 6 months?

A: We are currently finalising the guidance on this and will update the Frequently Asked Questions in due course.