Nottingham City Council

UKSPF Technical Workshop

Thursday 19th December 2024

Welcome & Introductions

Nottingham City Council Team

Alex Reader – Economic Development Programme Manager

Housekeeping

- Please mute microphones
- Use the chat function to submit questions during the session
- Slides and FAQs will be available after the session

Workshop Programme

1. Welcome & Introductions

2. UKSPF 2025-26 Update

3. Commissioning: Open Call Process

4. Summary of Open Call 1: Employment Support for Economically Inactive Individuals

5. Summary of Open Call 2: Supporting Local Businesses

6. Q&A session

2025-2026 UKSPF Update

- UKSPF budget for England for 2025-26 expected to be 60% of 2024-25 budget

- Government Prospectus for programme extension was published December 13th
  - includes details of allocations, interventions, outputs and outcomes, revenue / capital split

- The allocation for D2N2 will be paid to EMCCA

- EMCCA in discussion with LAs and Districts re regional / local approach

- Preferred model is hybrid of regional and local delivery

- To avoid duplication, confirmation of activities funded at the regional level by EMCCA may influence the grants Nottingham City Council awards for local initiatives, through these Open Calls.

- Applicants should note that no grants will be awarded through this Open Call process until Nottingham City Council's UKSPF allocation has been formally confirmed.

NCC indicative approach to 2025-26*

Jan 2025
- NCC Launch Open Calls for two strands of local delivery
- EMCCA confirm approach to regional / local programmes (inc. LA allocations; interventions; investment planning process and timescales)

Feb 2025
- Approval of UKSPF plans at EMCCA Board meeting
- Approval of UKSPF plans at NCC Executive Board meeting
- NCC issue grant agreements for OC1 and OC2

Mar 2025
- NCC confirm planned use of whole 2025-26 UKSPF allocation

*Timings are subject to change

Nottingham City Council – 2022-25 UKSPF Programme Themes

1. Supporting the development of Nottingham's Communities (including <mark>Employment Support)</mark>

2. Improving Nottingham Centre & Neighbourhood High Streets

3. Supporting Nottingham's Visitor Economy

4. Supporting Inward Investment in Nottingham

5. <mark>Supporting Business Growth</mark>

6. Reducing Digital Poverty

7. Developing Nottingham's Skills (including Green Skills)

Cross Cutting Themes - CN28, Green goals and Equality Diversity & Inclusion.

Nottingham City Council
UKSPF 2025-26

Questions

Nottingham City Council

Commissioning 2025-26

Nottingham City Council – UKSPF Commissioning Process – Timescales

1. Open Call – Commissioning of Projects

Grants awarded to external Organisations to deliver UKSPF Outputs & Outcomes

Open Call: Focus	Open Call published	Application Deadline	Grant Agreement Issued	Delivery starts	Delivery ends
OC1: Employment support for economically inactive individuals	Friday 3rd Jan 2025	Sunday 2nd Feb 2025	Friday 28th Feb 2025	Tues 1st Apr 2025	31st Mar 2026
OC2: Supporting Local Businesses	Friday 3rd Jan 2025	Sunday 2nd Feb 2025	Friday 28th Feb 2025	Tues 1st Apr 2025	31st Mar 2026

Open Call Grants

Open Call	Min grant for 2025-26	Max grant for 2025-26
1. **Employment support for economically inactive individuals** (particularly Nottingham City Council's priority groups)	£75,000 revenue, £0 capital	£175,000 revenue £75,000 capital
2. Supporting Local Businesses Lot 1: Supporting Business Growth Lot 2: Supporting the Social Economy Lot 3: Supporting Business start-ups / entrepreneurs	£75,000 revenue £75,000 revenue £75,000 revenue	£125,000 revenue £100,000 revenue £125,000 revenue

Anticipated number of grants to be awarded

Open Call	Anticipated number of grants awarded
OC1	At least three
OC2 Lot 1: Supporting Business Growth	At least one
OC2 Lot 2: Supporting the Social Economy	One
OC2 Lot 3: Supporting Business Start-Ups	One

Please note

As these Open Calls will be published in advance of the formal confirmation of EMCCA's plans for its UKSPF programme and the amount of UKSPF funding that Nottingham City Council will be allocated:

- The funding available to an individual organisation is specified as both a minimum and a maximum grant amount.

- the number of grants issued through these Open Calls will be dependent on the total available in the budget

- in the event of Nottingham City Council not receiving sufficient funding, no grants will be awarded

- applicants should outline their projects, including the expected outputs and outcomes, for the period from 1st April 2025 to 31st March 2026. Should additional funding become available to extend this provision beyond the specified dates, Nottingham City Council reserves the right to offer further grant funding to successful applicants to support the continuation of their projects.

Note for existing Nottingham City Council UKSPF Open Call Grant Recipients

- Economically inactive individuals and businesses that received support through a project funded by NCC's current UKSPF programme remain eligible for support in projects funded under the 2025-26 Open Calls.

- To claim outputs and outcomes under the 2025-26 project, organisations must demonstrate that these results are directly attributable to activities or support provided by the project after 1st April 2025.

- Certain outputs and outcomes achieved under the current programme may be claimed again for the same individual or business in the 2025-26 project. For example, improved productivity or individuals reporting increased employability through interpersonal skills development funded by UKSPF. However, new baselines must be established and properly evidenced at the start of the 2025-26 project.

- Evidence used to claim outputs and outcomes in the current project can not be reused to claim the same outputs or outcomes in the new project.

Open Call 1: Employment Support for Economically Inactive Individuals

- Nottingham City Council aims to award grants through this Open Call to support projects that specifically help economically inactive individuals move into employment.

- The Council identifies the following steps as key to achieving this goal for the majority of individuals in this cohort: engaging with the benefits system, acquiring basic skills, participating in job-search activities and receiving support to secure employment.

- At the same time, applicants are encouraged to develop comprehensive projects that address a broad range of the outputs and outcomes listed in the tables below to meet the diverse needs of the cohort you intend to engage.

OC1: Participant Eligibility

Employment support for economically inactive individuals (particularly Nottingham City Council's priority groups)

For UKSPF project purposes - economically inactive individuals are those not in work and not actively seeking work (unlike unemployed individuals who are actively seeking work). Not all economically inactive individuals claim benefits. For those that do, this would include those claiming either "legacy" benefits or those within specific conditionality regimes in Universal Credit (UC). The former includes Employment Support Allowance (ESA), Incapacity Benefit (IB) and Income Support (IS). The latter includes claimants within the Preparation Requirement or Work Focused Interview Requirement conditionality regimes (or equivalent for all the above).

Nottingham City Council's priority groups include:

- Female residents

- BAME (Black, Asian, and Minority Ethnic) communities

- Young adults (18-24 years old)

- Individuals aged 50 and over

- People with a health condition that has a 'substantial' and 'long-term' impact on their ability to perform normal daily activities
    - 'Substantial' refers to effects that are more than minor or trivial such as taking significantly longer than usual to complete daily tasks (e.g., getting dressed).
    - 'Long-term' refers to conditions lasting 12 months or more, such as a breathing condition that results from a lung infection.

- LGBTQIA+ community

OC1: UKSPF outputs linked to UKSPF Intervention E33: employment support for economically inactive people

Number of economically inactive people engaging with keyworker support services
Number of economically inactive people supported to engage with the benefits system
Number of socially excluded people accessing support
Number of people supported to access basic skills courses
Number of people accessing mental and physical health support leading to employment
Number of people supported to engage in job-searching
Number of people receiving support to gain employment
Number of people receiving support to sustain employment
Number of effective engagements between keyworkers and additional services

OC1: UKSPF outcomes linked to UKSPF Intervention E33: employment support for economically inactive people

Number of economically inactive individuals engaging with benefits system following support
Number of active or sustained participants in community groups as a result of support
Number of people reporting increased employability through development of interpersonal skills funded by UKSPF
Number of people in supported employment
Number of people engaging with mainstream healthcare services
Number of people sustaining engagement with keyworker support and additional services
Number of people engaged in job-searching following support
Number of people in employment, including self-employment, following support
Number of people sustaining employment for 6 months
Number of people with basic skills following support

Open Call 1 : Application Process

1. UKSPF Nottingham - OC1 – **Employment Support for Economically Inactive Individuals** Grant Application Form
   - Part 1 – Applicant details
   - Part 2 – Project details (8 questions)

2. UKSPF Nottingham - OC1 – Appendix B – **Employment Support for Economically Inactive Individuals** – Proposed Budget and Outputs and Outcomes

OC1 Appendix B: Proposed Budget

Funding Profile	Apr 25- Jun 25	Jul 25 - Sep 25	Oct 25 - Dec 25	Jan 26 - Mar 26	2025-26 FY Total
People & Skills: Revenue					£0
People & Skills: Capital					£0
Total	£0	£0	£0	£0	£0

In <u>the yellow cells</u>, please provide a breakdown of the amount of the grant requested that will be used to support management & administration and delivery. The total amount must equal the amount requested (including both capital and revenue)

Use of Grant Requested	Amount	% of total grant requested
Project Management & Administration (salary costs)		
Project Delivery (salary costs)		
Project Delivery (other costs)		
Total	£0	0.0%

OC1 Appendix B: Outputs and Outcomes

Part 2: Outputs and Outcomes

	Apr 25- Jun 25	Jul 25 - Sep 25	Oct 25 - Dec 25	Jan 26 - Mar 26	2025-26 FY Total
Total number of <u>economically inactive individuals</u> to be engaged on the project					**0**

Please input numbers in <u>the yellow cells</u> in the Output Profile below. The values given should be the number of outputs that will be delivered by the Organisation in each Quarter.

People & Skills Outputs	Apr 25- Jun 25	Jul 25 - Sep 25	Oct 25 - Dec 25	Jan 26 - Mar 26	2025-26 FY Total
Number of economically inactive people engaging with keyworker support services					**0**
Number of economically inactive people supported to engage with the benefits system					**0**

Please input numbers in <u>the yellow cells</u> in the Outcome Profile below. The values given should be the number of outcomes that will be achieved by the Organisation in each Quarter.

People & Skills Outcomes	Apr 25- Jun 25	Jul 25 - Sep 25	Oct 25 - Dec 25	Jan 26 - Mar 26	2025-26 FY Total
Number of economically inactive individuals engaging with benefits system following support					**0**
Number of active or sustained participants in community groups as a result of support					**0**

Open Call 2: Supporting Local Businesses

Key Objectives

- Increase productivity - by supporting high growth sectors and successful growing businesses with key interventions. The interventions facilitate sectoral growth resulting in high volume impact (jobs) and high value impact (productivity). Supporting innovation also helps increase productivity.
- Create a more entrepreneurial environment - by encouraging start-ups and having spaces available to help businesses grow.
- Support organisations that help tackle social disadvantage - whether by increasing wage growth in high value sectors, creating employment to lift people out of worklessness, or helping disadvantaged communities with targeted interventions for harder to reach communities who are most in need.

OC2: Lot 1 Supporting Business Growth

Nottingham City Council aims to award grants through this Open Call to support projects that provide tailored support that meet the unique growth needs of established businesses in Nottingham.

This could include 1-2-1 consultancy, facilitating graduate employment or placements, peer to peer networking or access to relevant training opportunities

The Council identifies the following steps as key to achieving this goal for the majority businesses: receiving support to create and safeguard jobs and to improve productivity.

OC2: Lot 1 Supporting Business Growth

Lot 1 Outputs

- Number of enterprises receiving non-financial support

- Number of enterprises receiving grants

Lot 1 Outcomes

- Jobs created as a result of support

- Jobs safeguarded as a result of support

- Number of enterprises engaged in new markets

- Number of enterprises adopting new or improved products or services

- Number of enterprises adopting new to the firm technologies or processes

- Number of enterprises with improved productivity

- Increased business sustainability

OC2: Lot 2 Supporting the Social Economy

- Nottingham City Council aims to award a grant through this Open Call to support a business start-up and growth programme for third sector organisations. A Supporting the Social Economy Programme will help social entrepreneurs and enterprising third sector organisations to innovate and develop solutions to the city's social and environmental challenges through sustainable and innovative social businesses. It will build capacity in values led businesses to overcome obstacles, scale their impact, and increase revenue, ultimately driving lasting social change

- The Council identifies the following steps as key to achieving this goal for the majority of existing businesses: accessing relevant training, receiving support to create and safeguard jobs and to engage in new markets. Potential entrepreneurs will require support to become enterprise ready.

OC2: Lot 2 Supporting the Social Economy

Lot 2 outputs

- Number of enterprises receiving non-financial support

- Number of enterprises receiving grants

- Number of potential entrepreneurs assisted to be enterprise ready

- Number of people attending training sessions

Lot 2 outcomes

- Jobs created as a result of support

- Jobs safeguarded as a result of support

- Number of new enterprises created as a result of support

- Number of enterprises engaged in new markets

- Number of enterprises adopting new or improved products or services

OC2: Lot 3 Supporting Business Start-Ups

- Nottingham City Council aims to award a grant through this Open Call to support a project that supports the development of the local enterprise ecosystem through animating entrepreneurialism within Nottingham's communities and supporting the start-up of new businesses

- The Council identifies the following steps as key to achieving this goal for the majority of those engaged on this project: accessing relevant training, receiving support to become enterprise ready, to create new enterprises and to create jobs.

OC2: Lot 3: Supporting Business Start-Ups

Lot 3 outputs

- Number of enterprises receiving non-financial support

- Number of enterprises receiving grants

- Number of potential entrepreneurs assisted to be enterprise ready

- Number of people attending training sessions

Lot 3 outcomes

- Jobs created as a result of support

- Number of new enterprises created as a result of support

- Number of enterprises engaged in new markets

- Number of new to market products

- Number of enterprises adopting new to the firm technologies or processes

- Number of enterprises adopting new or improved products or services

Open Call 2 : Application Process

1. UKSPF Nottingham - OC2 – **Supporting Local Businesses** Application Form

     - Part 1 – Applicant details

     - Part 2 – Delivery of projects which support local businesses (2 questions)

     - Part 3 Section 1 for Lot 1 – Supporting Business Growth (6 questions)

     - Part 3 Section 2 for Lot 2 Supporting the Social Economy (6 questions)

     - Part 3 Section 3 for Lot 3 Supporting Business Start-Ups (6 questions)

Applicants must complete Parts 1 and 2. Applicants may complete more than one Part 3 sections, if they wish to apply for multiple lots

2. UKSPF Nottingham - OC2 – Appendix B – **Supporting Local Businesses** – Budget & Performance Profile for the relevant Lots

OC2 Appendix B: Proposed Budget

Part 1: Budget

Please input amount in pounds (£) in <u>the yellow cells</u> in the Funding Profile below. The amount should be based on the total funds that will be defrayed by the Organisation in each Quarter.

The total amount requested must be more than the minimum and not exceed the maximum available

Funding Profile	Apr 25 - Jun 25	Jul 25- Sep 25	Oct 25 - Dec 25	Jan 26 - Mar 26	2025 - 2026 FY Total
Revenue Funding					£0

In the yellow cells, please provide a breakdown of the amount of the grant requested that will be used to support management & administration and delivery. The total amount must equal the amount requested

Use of Grant Requested	Amount	% of total grant requested
Project Management & Administration (salary costs)		
Project Delivery (salary costs)		
Project Delivery (other costs including Grants - if applicable)		
Total	£0	0.0%

OC2 Appendix B: Outputs and Outcomes (Lot 1 example)

Part 2: Outputs and Outcomes

	Apr 25- Jun 25	Jul 25 - Sep 25	Oct 25 - Dec 25	Jan 26 - Mar 26	2025-26 FY Total
Total number of <u>Nottingham businesses</u> to be engaged on the project					**0**

Please input numbers in <u>the yellow cells</u> in the Output Profile below. The values given should be the number of outputs that will be delivered by the Organisation in each Quarter.

SLB Output Profile	**Apr 25 - Jun 25**	**Jul 25- Sep 25**	**Oct 25 - Dec 25**	**Jan 26 - Mar 26**	**2025 - 2026 FY Total**
Number of enterprises receiving non-financial support					**0**
Number of enterprises receiving grants					**0**

Please input numbers in the yellow cells in the Outcome Profile below. The values given should be the number of outcomes that will be achieved by the Organisation in each Quarter.

SLB Outcome Profile	**Apr 25 - Jun 25**	**Jul 25- Sep 25**	**Oct 25 - Dec 25**	**Jan 26 - Mar 26**	**2025 - 2026 FY Total**
Jobs created as a result of support					**0**
Jobs safeguarded as a result of support					**0**

The Application Process

Further Information

Revenue Funds

Revenue funds can be used to contribute to the costs of ongoing operational expenses required in the running of the project, including:

- Staff salary costs (including Employer NI and Pension contributions)
- Overheads related to employing staff involved in delivering activities funded through the grant
- Cost of business travel
- Marketing and publicity costs
- Participant costs / hardship support (OC1 only)
- Small items of equipment (less than £5,000)
- Costs associated with the delivery of events (e.g. venue hire)
- Grants to enterprises (OC2 only)

Capital Funds

- **Capital funds** can be used to acquire, build or upgrade physical assets, including:

- Building and construction costs.

- Professional fees associated with building and construction.

- Any large value item of equipment required to deliver activities funded through the grant. (over £10,000)

Open Call : Application Form (Part 1) – Applicant Details

- This Part will be used in Stage 1 of Assessment: Gateway (more details included in Invitation to Bid document's Appendix A)

- Applications that fail any Gateway criteria will not progress to *Stage 2. Scoring*.

- Questions which have been assessed as partial, progress to *Stage 2. Scoring* will be allowed with justification from the Assessor.

Required Responses in Part 1

1. A statement of the turnover, Profit and Loss Account/Income Statement, Balance Sheet/Statement of Financial Position and Statement of Cash Flow for the most recent year of trading for this organisation.

2. Details of any financial clawback for underperformance or breach of contract during the past 12 months

3. Policies and liability insurance

Scoring the Application Form word document: Part 2 in OC1 (Part 2 and Part 3 in OC2)

The maximum score for each question in the application form is 5, based on the scoring framework, but some are weighted through the multiplication of the assigned score. For example, a score of 5 weighted by a factor of 4 will equal a total score of 20. The maximum score and multiplication weightings are shown on the application form in the dark grey box to the right of each question.

The scoring framework and the maximum weighted score for each application form is given in Appendix A of the Invitation to Bid documents

Scoring for Appendix B of the application (the excel document)

The financial details in Appendix B will be used to evaluate the value for money of the proposed project.

The number of economically inactive individuals or businesses engaged, along with the number achieving each output and outcome, will be used to assess the project's impact and effectiveness.

Higher scores will be awarded to projects that:

- Offer a comprehensive range of support

- Focus on key steps for facilitating the move into employment / supporting businesses

- Demonstrate that the support provided will lead to individuals or businesses achieving programme outcomes

Weightings will be applied to certain criteria to reflect their relative importance in the proposal.

To prevent all applicants from submitting figures that would guarantee maximum scores in this appendix, the scoring framework and weightings will not be made available prior to the Open Call deadline

The maximum weighted score for each Appendix B of the application is given in Appendix A of the Invitation to Bid documents

Assessment Process

Assessment will involve four stages;

1. Gateway (see Part 1: Applicant details slide above)
2. Scoring
3. Moderation
4. Further Moderation (if required)

Details of the scoring and moderation processes are included in Appendix A of the Invitation to Bid document

All applicants will be informed about the outcome of their application.

Successful applicants will enter into a grant agreement with Nottingham City Council subject to availability of UKSPF funds

Application support and advice

Read all supporting documentation before starting your bid.

- NCC UKSPF – Invitation to Bid document

- NCC's renewed Strategic Council Plan

- NCC UKSPF FAQs

- The definitions for UKSPF Outputs and Outcomes – included in Appendix B

Ensure your proposal meets the specifics of the Invitation to Bid.

When completing the application form, you must not exceed 500 words for each question.

Next Steps

This presentation, FAQs from today's workshop and a dedicated UKSPF email address will be published on the Nottingham City Council UKSPF web-page - www.nottinghamcity.gov.uk/ukspf

Open Call Application Forms & Appendices will be published on **Friday 3rd January 2025** on the Nottingham City Council UKSPF web-page along with details on how and when to submit completed documents.

Organisations are encouraged to review these documents when they are published before contacting NCC with any specific queries regarding this Open Call.

Q&A