Greater London Authority
UK Shared Prosperity Fund

People and Skills Support for Young Londoners Programme Prospectus

**Closing date for applications:
Wednesday 18 October 2023 at 5:00pm**

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1 Introduction and overview

1.1 The UK Shared Prosperity Fund

The United Kingdom Shared Prosperity Fund (UKSPF) will provide £2.6bn across the UK for local investment by March 2025. The UKSPF aims to build pride in place; support high-quality skills training; support pay, employment and productivity growth; and increase life chances. The Greater London Authority (GLA) has been designated a 'lead authority' by the government and will administer the programme in London. London will receive £144m UKSPF, of which £11.75m is being made available for this call.

The GLA and London Councils have been working closely to develop use of the UKSPF in London. The London UKSPF investment plan was co-designed with London Councils, based on the shared priorities of the London Recovery Board's Economic Recovery Framework, which was established in response to the pandemic. The partnership between the GLA and London Councils will continue throughout the UKSPF's lifetime.

1.1.1 UKSPF investment priorities

There are three UKSPF investment priorities:

- Communities and Place
- Supporting Local Business
- People and Skills.

This prospectus relates to People and Skills activity only. For more detailed information on all of the UKSPF investment priorities please visit our dedicated page here.

1.1.2 UKSPF People & Skills investment priority

The UKSPF funding under the People and Skills priority will follow the approach set out in the Skills Roadmap. In particular it will seek to ensure skills provision, learning and adult education are locally relevant, impactful, and accessible to all.

Additionally, in the design of the People and Skills element of the Investment Plan, we have conducted a consultation to establish local need for young people and the organisations that support them.

The consultation findings have helped us to focus support where it is most needed and directed us in respect of programme design. This includes:

- which activities to support

- progression routes

- payment models

- reporting and monitoring processes.

During the consultation, some young people flagged that past programmes for young people who are not in employment, education or training (NEET), funded through the European Social Fund, had not provided employability support across a sufficiently wide range of careers, with too much focus on jobs in hospitality, retail or care, and too little focus on areas which the young people felt were more appropriate to their personal ambitions and interests, such as IT/digital jobs and creative jobs. Careers information, advice and guidance (CIAG) provided as part of these programmes of activity should be employer-led so that advice aligns with labour market demand and growth sectors while matching the interests of young people.

All applicants should read the summary of the consultation, which can be found here. the GLA recommends that applicants consider the learning from the consultation and embed them in their project design.

1.2 Existing GLA funded provision

It is recommended that UKSPF People and Skills provision is aligned with existing GLA-funded programmes supporting Londoners into Good Work and young people. This includes the Mayor's No Wrong Door programme, Skills for Londoners' Community Outreach Programme, Skills Academies Programme, London's Careers Programme, the Adult Education Budget, New Deal for Young People and Skills Bootcamps for Londoners.

1.2.1 No Wrong Door

No Wrong Door supports collaboration and integration between London's employment and skills funders and providers, as well as other public services. The programme aims to improve access and the quality of support Londoners receive. The programme is delivered by City Hall in partnership with London Councils, London's four sub-regional partnerships, and Jobcentre Plus.

The programme launched in July 2022, and is focussed on supporting Londoners disproportionately impacted by the pandemic – including disabled Londoners, women, refugees, young Londoners and older Londoners. The programme is delivered through four Integration Hubs which aim to boost coordination and partnership working between skills, employment and other support services, such as

careers and health. Delivery of each Hub is led by London's four sub-regional partnerships, find out more by visiting their websites: [Central London Forward](), [Local London](), [South London Partnership](), and [West London Alliance]().

It is recommended that projects in receipt of UKSPF funding are linked to their local Integration Hub, which can promote better integration of services, foster new partnerships and develop referral pathways.

1.2.2   The Mayor's Skills for Londoners Community Outreach Programme

The [Mayor's Skills for Londoners' Community Outreach Programme]() aims to help more Londoners into adult education. Through the programme, the Mayor is offering grants to community organisations to support outreach activity and target Londoners most in need of adult education and refer them on to adult learning opportunities.

Examples of those demographics that may benefit the most from the programme include (but are not limited to):

- individuals who are digitally excluded and/or have negative experiences of mainstream education

- older and younger Londoners

- Black, Asian and Minority Ethnic Londoners

- women

- individuals with English language needs

- those seeking asylum

- those most likely not to be engaged in adult education

- individuals impacted by the cost of living, including those who are out of work and Londoners earning below the [London Living Wage]()

- deaf, disabled and neurodivergent Londoners, and those with long-term health conditions.

It is recommended that projects in receipt of UKSPF funding are linked to local organisations delivering the Community Outreach Programme, particularly when there is crossover between target demographics.

1.2.3   The Mayor's Skills Academies Programme

The [Mayor's Skills Academies Programme]() aims to support Londoners into good work in sectors key to London's long-term economic growth. The programme does this by coordinating and quality-marking training in London (including adult education), and by providing bespoke support to help newly skilled people into work in priority sectors. It also builds on the work of the [Mayor's Workforce Integration Network (WIN)](), which was established to address the structural barriers that prevent

underrepresented groups from accessing high quality work opportunities across the different sectors in London.

As part of the Skills Academies Programme, funding has been awarded to organisations to lead the establishment and delivery of Skills Academies Hubs which support Londoners into good work in the green economy, creative industries, digital, health and hospitality sectors. Information on each of the key sectors and Hubs can be found here.

1.2.4 London's Careers Programme

London's Careers Programme comprises four sub-regional Careers Hubs. Careers Hubs work with all London's state funded secondary schools and colleges, including special schools, pupil referral units and alternative provision establishments. Hubs work with universities, other education and training providers, employers and careers guidance professionals to ensure the Gatsby Benchmarks are delivered in each school and college and that careers outcomes are improved for all young people. Hubs work to bridge the gap between employers and education.

Key Priorities for London's Careers hubs are:

- **Priority 1:** Improve careers provision in schools and colleges against the Gatsby Benchmarks through training for the education workforce, targeted support and quality assurance

- **Priority 2:** Provide more high-quality experiences with employers for students and teachers – with a focus on current areas of need

- **Priority 3:** Amplify apprenticeships, technical and vocational routes – including by supporting the implementation of the Provider Access Legislation (PAL)

- **Priority 4:** Target interventions for economically disadvantaged young people (e.g., those in receipt of Free School Meals (FSM)) and those who face barriers

- **Priority 5:** Connect careers provision in schools and colleges to the needs of local economies (as articulated through Local Skills Improvement Plans (LSIPs))

Applicants that are awarded UKSPF funding to provide work experience provision for young people who are in education will be expected to work closely with the Careers Hubs, with lead partners becoming a member of the relevant sub-regional Careers Hub Steering Group.

1.2.5 The Adult Education Budget

The Adult Education Budget (AEB) has been delegated to the Mayor of London since August 2019, representing the GLA's largest revenue budget. It covers most skills training in the capital for those aged 19 or above but does not fund apprenticeships and traineeships. It funds the majority of the Mayor's skills programmes for Londoners, including courses that lead to qualifications as well as more flexible learning which is not focused on qualifications but is designed to help build confidence and improve wellbeing. It is mostly focussed on delivering basic skills and learning at Level 2 (equivalent to GCSE) and below, and also funds the majority of English for Speakers of Other Languages (ESOL) provision in London.

The AEB includes a statutory responsibility to fund legal entitlements for basic English, maths and digital skills, as well as Level 3 (equivalent to A-Level) qualifications for young Londoners aged 19-23.

The AEB is delivered by a range of training providers, funded by the Mayor, which include further education (FE) colleges, local authorities, and independent training providers. The AEB is a key lever in supporting Londoners to get the skills they need to find good jobs. It also supports positive social integration and health and well-being outcomes. Through the launch of the new London Learner Survey, the GLA is measuring how learners' lives change after they complete their learning, whether that is, for instance, improvements in their health and wellbeing, progression in work or learning, or entering new employment.

It is recommended that programmes in receipt of UKSPF funding consider how AEB-funded learning can support positive outcomes for young people and meet skills gaps.

1.2.6 New Deal for Young People

The Mayor's manifesto sets out the GLA's mission to support the next generation of Londoners to flourish with access to support and opportunities through our mission: A New Deal for Young People (NDYP).

The NDYP aims to build a fairer, more equal and more prosperous London, where no-one is left behind.

What we want to achieve through NDYP:

- 100,000 disadvantaged young Londoners to have access to high quality mentoring opportunities

- all young Londoners to have access to quality local youth activities

- to increase the quality, quantity and sustainability of mentoring and youth activities in London

What we will do to support these objectives:

- Improve the quality of mentoring by building the capacity of the youth sector

- Increase strategic investment in London's youth and mentoring activities

- Empower system change and sustainability within the youth sector

What we've achieved so far:

- The Mayor has invested over £34m in quality [mentoring projects](#) for disadvantaged young Londoners, including our Headstart Action, Mentoring Leaders and STEAM Mentoring programmes which enable employers to provide mentoring and work experience, open doors in science, technology, engineering, arts and maths; and deliver targeted support for young people most in need

- Commissioned mentoring research to better understand gaps and areas of need

- In Partnership with Action for Race Equality and Bloomberg, the NDYP team have created the [Mentoring Quality Framework](#), which is a self-assessment tool designed to support delivery of good quality mentoring for young people

Applicants should consider how they will incorporate mentoring in their projects and are encouraged to use the Mentoring Quality Framework tool to support their delivery of the UKSPF People and Skills programmes.

1.2.7   Skills Bootcamps for Londoners

The Mayor secured an allocation of £19m from the Department for Education (DfE) to deliver the government's Wave 4 (2023-24) [Skills Bootcamps for Londoners](#) programme.

Skills Bootcamps for Londoners aim to help Londoners aged 19 or over to progress in work by giving them access to in-demand skills training and a guaranteed interview for a more sustainable, higher-skilled job leading to higher wages over time. The programme will also benefit employers by helping them to fill specific skills-shortage vacancies and increasing productivity within their organisations. Participating employers must commit to interviewing for their identified skills-shortage vacancies from the pool of individuals trained through the Bootcamps.

Bootcamps run for up to 16 weeks and provide higher-level training at Levels 3 – 5 (apart from the green and construction sectors which can include Level 2 training). Participants may be employed full-time or part-time, self-employed or unemployed, including adults returning to work after a break.

The programme is aligned with the commitments made in the Mayor's Skills for Londoners strategy, Skills Roadmap for London and the helping Londoners into

Good Work recovery mission, and supports key sectors of the London economy, including:

- Green

- Digital

- Construction

- Creative

- Health and Social Care

- Logistics (HGV)

1.3 London's labour market

There are around 6.5 million workforce jobs[1] in London, which is above the pre-pandemic peak. Job vacancies remain high, although recruitment demand is showing some signs of slowing down. Recent data finds that the demand for workers has stabilised, and the overall number of online job postings has been flat since September 2022. Despite this, there is still a high number of vacancies relative to jobseekers in the capital.[2]

Headline indicators[3]

- London's unemployment rate for people aged 16 and over is higher than the UK average. According to the ONS Labour Force Survey, London's unemployment rate was estimated at 5.1 per cent for the three months ending June 2023, while the UK average was 4.2 per cent.

- The employment rate for people aged 16 to 64 in London was estimated at 74.3 per cent for the three months ending June 2023, which was lower than the UK average of 75.7 per cent.

- London's inactivity rate (the measure of those aged 16-64 not looking and/or not available to work) was estimated at 21.7 per cent, which was higher than the UK-wide estimate of 20.9 per cent.

Youth indicators (aged 16 to 24)[4]

- The youth unemployment rate in London is also higher than the UK average. According to the ONS Annual Population Survey, the unemployment rate for

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[1] Data accurate as of March 2023. Workforce jobs is a quarterly measure of jobs in the UK and is the preferred measure of short-term employment change by industry. The number of jobs measured are the sum of employee jobs, self-employment jobs, government supported trainees and Her Majesty's Forces.

[2] Online Job Postings Analyses, London Datastore 2023.

[3] Source: ONS Labour Force Survey. Note: headline rates are based on working age population (16–64), except for the unemployment rate which is age 16+.

[4] Source: ONS Annual Population Survey. Note: the larger sample of the APS allows for more robust breakdowns by region and sub-groups of the population.

Londoners aged 16-24 was 14.7 per cent in the year ending March 2023, while the UK average was 10.4 per cent

- For the same period, London's youth employment rate was estimated at 44.3 per cent, which is also lower than the UK average of 53.7 per cent. The inactivity rate for people aged 16-24 was 48.0 per cent in London, compared to 40.1 per cent at the UK level.

Long-term projections (GLA Economics and the Department for Education) also suggest that employment growth will continue over the coming decades, with an expected increase of around 35,000 to 38,000 jobs a year. Growth is expected to be especially strong in the pan-London sectors of construction, hospitality and health and social care, in addition to professional services.

As outlined in the Mayor's Skills Roadmap for London, the green, creative, digital, health and social care, and hospitality sectors are key priorities for London's economic growth and recovery from the pandemic.

Despite London's workforce having the highest levels of qualifications in the country, labour market challenges are still being exacerbated by significant skills gaps. Skills challenges in London intensified post pandemic, with 69 per cent of London businesses reporting at least one skills shortage in Q3 2022 compared to 58 per cent in July 2021.[5] In Q4 2022, more than four in 10 (42 per cent) small businesses in London cited "appropriately skilled staff" as the greatest perceived barrier to growth over the coming year.[6]

Measures to combat climate change, and the fast pace of development in technology are driving demand for new skill sets, as well as updates to existing skill sets. The following skills have been highlighted as priorities:

Digital skills

- Employer demand for digital skills is particularly high in London.[7] According to a 2021 survey conducted by the London Chamber of Commerce and Industry,[8] upskilling digital skills is the main priority for workforce development. The demand for digital skills straddles essential, basic and advanced levels.

Green skills

- There were an estimated 234,000 jobs in green priority sectors (i.e., those with an important role to play in meeting net zero and environmental goals) in London in 2020, with the number of jobs in these sectors expected to grow to

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[5] London Chamber of Commerce and Industry, London Skills Survey Q3 2022.

[6] Federation of Small Businesses (FSB) (2023), London Small Business Index Q4, 2022.

[7] UK Parliament (May 2021), Developing essential digital skills.

[8] Chamber of Commerce and Industry (2021), Q3 2021 Quarterly Skills Survey.

505,000 by 2030.[9] Job growth is expected to be particularly strong in green finance, homes and buildings, power, and low-carbon transport.

2 UKSPF People and Skills

£38.1m is being invested in the UKSPF People and Skills investment priority, which will help reduce the barriers some people face to employment and support them to move towards employment and education and supporting local growth.

2.1 Employment support for economically inactive people

A total of £25m has been ring-fenced for London boroughs via the sub-regional partnerships to provide intensive and holistic employment support to economically inactive and unemployed people in their local areas under the intervention E33: "employment support for economically inactive people". UKSPF investment under this intervention will support around 7,000 people. These are primarily Londoners disproportionately affected by the pandemic, and groups that face structural barriers to employment and are unlikely to participate in mainstream employment support. This will include economically inactive Londoners and Londoners who are in receipt of benefits and are facing significant barriers to getting a job.

2.2 The GLA's Support for Young Londoners programme

The remaining £13.1m of the UKSPF People and Skills allocation will be awarded to support young Londoners.

The GLA plans to continue support for London's careers programme through the extension of the current Careers Hubs, so that careers education and work experience remain at the heart of young Londoners' education.

In addition, three programmes of activity will be commissioned within this call, as detailed below:

2.2.1 Quality work experience for students at risk of NEET

£2.25m will be used to commission quality work experience provision for young people who are studying in education (students), are at risk of becoming NEET and are aged 16-19 (or 16-25 if they are students with special educational needs and disabilities (SEND) who also have an education, health and care plan (EHCP)).

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[9] WPI Economics (2021), Green Jobs and Skills in London: cross-London report.

The projects funded through this programme of activity will work with education institutions, employers and students (project participants). Together, they will support the delivery of 4,400 work experience placements for participants, to ensure they have a better understanding of employer expectations and the work environment; help them gain essential skills for life and for work; sustain their motivation for education and training; and improve their chances of successful progression to their best next steps in education, training or employment.

2.2.2 Young Londoners who are NEET: Universal NEET and Targeted NEET

£9.5m will be used to commission interventions for young Londoners who are NEET. These interventions will help them to develop interpersonal skills that increase their employability; and help them to progress into education, employment or further training.

Two programmes of activity will be commissioned to support young Londoners who are NEET: Universal NEET and Targeted NEET.

Universal NEET programme

- **£4.5m** will be allocated to support young Londoners who are NEET. Young people who are NEET and have complex needs may be supported by these projects but should be referred to appropriate Targeted NEET programmes of activity where these are available and accessible.

- Around 40 per cent of project participants will be supported into employment, education or training.

Targeted NEET

- **£5m** will be allocated to support young Londoners who are NEET, furthest from the labour market and experiencing multiple forms of disadvantage and/or who have significant additional support needs, including:
    - looked-after children and care leavers
    - those that are homeless or at risk of homelessness
    - those involved in substance misuse and/or criminal activity
    - young carers
    - those with special educational needs and disabilities (SEND).

- Around 25 per cent of project participants will be supported into employment, education or training.

2.3 Programme budget allocations

Notional allocations have been devised for each programme of activity. We expect to award these total amounts per programme of activity, but the actual total award may

vary from these allocations depending on the quality and number of applications received (for example, if the cumulative value of successful applications for Targeted NEET is less than the total allocation, we may reduce the allocation for Targeted NEET and increase the allocation for Universal NEET or Work Experience)

Applicants are advised that the funding available is much more limited than previous support provided in this area through the European Social Fund and London Economic Action Partnership programmes.

If additional funding becomes available to the GLA for these activities at any point, or if the government extends the end date of UKSPF, the GLA may be minded to (and reserves the right to) do all or any of the following:

- extend the end date for projects which have been awarded funding through this grant award process to enable them to continue delivery for up to a maximum of 3.5 further years to September 2028

- offer additional funding to successful applicants, up to a maximum value of 1.5 times the original award per additional year

- offer funding to applicants whose applications were placed on any reserve list in the current grant award process due to lack of available funding

- request successful applicants to adapt their projects to encompass additional delivery areas or support additional target groups

- start a new grant award process.

Should the GLA be minded to allow an extension to the end date of a project, and/or offer additional funding to a project, this will be predicated on the project being able to demonstrate good performance to date.

The project would also normally be expected to continue to deliver activities in line with the Project Requirements and original grant application (with an associated increase in targets where any additional funding is offered). Where there has been a change in the delivery environment, the labour market, or government policy since the initial award of funding then the GLA may require adaptations to projects to respond to this change of circumstances. Recent significant examples of the types of change that may affect the delivery environment and labour market, are the pandemic and the need to provide support to Afghan and Ukrainian refugees.

The GLA reserves the right to award more than the total allocation of £11.75m across all three programmes of activity, if additional funding becomes available.

3 Project Requirements

This call is expected to be over-subscribed as there is limited funding available. A successful application will need to address the specific requirements of the relevant programme of activity.

The detailed Project Requirements for each of the three programmes of activity are published as appendices 1, 2 and 3 to this prospectus (see section 9: Key documents and appendices). These include more detail around policy context, geography, outputs and outcomes, and evidence requirements. The Project Requirements also set out the payment model, expected number of grants to be awarded, and the minimum and maximum grant allocations per project. Please refer to these documents when completing your application.

The UKSPF grant funding which is awarded as a result of this grant award process can only be used to support eligible participants and deliver provision as set out in this prospectus and the relevant Project Requirements.

3.1 Target groups and eligibility

Each project has different eligibility criteria for project participants. The Project Requirements set out the target groups and eligibility criteria for each programme of activity. Successful applicants may only use their UKSPF funding to support Londoners who meet the eligibility criteria for the relevant programme of activity.

3.2 Geography

Projects should only support young people who are residents of Greater London or, in the case of the work experience programme of activity, who are attending an eligible education institution within the boundaries of Greater London.

The Project Requirements set out the relevant geographical area of delivery (the Grant Package Area, or GPA).

There are four GPAs which mirror the geographies of London's four sub-regional partnership (SRP) areas, to allow for better integration of provision with existing local structures and networks, for example, via local No Wrong Door integration hubs. The GPAs are: GPA 1 - Central London, GPA 2 - East London, GPA 3 – South London and GPA 4 – West London. A map of the sub-regional partnerships can be found in section 4 below.

Where the Project Requirements indicate that applicants have the option of choosing a geographical area of delivery within a GPA, applicants should provide a rationale for focusing their recruitment on their particular chosen area. Where the Project

Requirements stipulate the geographical area for delivery, applicants must only focus on this area.

Applicants who wish to deliver a programme of activity in more than one GPA are reminded that they must submit a separate eligible application for each GPA. Applicants submitting applications for more than one GPA should not assume that if their application is successful for one GPA, their applications for the other GPAs will also be successful. Applicants should also refer to section 5.3 below for further information regarding the maximum number of grants that may be awarded to successful applicants.

3.3 Milestones, outputs and outcomes

Applicants will need to demonstrate how their proposed activities will achieve outputs and outcomes in return for the award of UKSPF funding.

The target milestones, outputs and outcomes to be achieved are specified in the Project Requirements. Outputs and outcomes delivered through the GLA's UKSPF People and Skills investment priority will contribute to London and national UKSPF outputs and outcomes.

The government's output and outcome definitions for the UKSPF can be found here. The GLA's output and outcome evidence requirements for the UKSPF can be found within the Project Requirements for each programme of activity. The Project Requirements also set out additional EDI-related outputs and the management information that applicants will need to capture and report.

Applicants are advised to read the output and outcome definitions and evidence requirements before completing the Payment Trigger Calculator (PTC) which will form part of their application. Further information on the PTC is provided in section 6.3 below.

The GLA expects the level of outputs and outcomes proposed by applicants to be realistic and achievable, deliver good value for money, and reflect the nature of the project that is being proposed. The application should clearly state the methodology that an applicant has used to determine the number of proposed outputs and outcomes.

A participant may be reported against more than one, and potentially all, of the relevant UKSPF outputs and outcomes listed in the Project Requirements. For example, a single participant might, as a result of the support they receive from the project, engage with keyworker support services (OP38), take part in a work experience programme (OP51) which familiarises them with employers' expectations (OC41), and report increased employability through development of interpersonal skills (OC45). All of the relevant outputs or outcomes which are achieved and can be evidenced, should be recorded and will not be considered as "double counting".

However, please note that where there is a payable outcome into employment, education or training (EET), and a participant enters employment as well as education or training, you may only claim one payable EET outcome.

All successful applicants will be required to report regularly to the GLA on progress toward achievement of output and outcome targets, including equalities and diversity targets. This will need to include both quantitative and qualitative data. Applicants will be expected to have a sound governance structure in place for monitoring performance and will need to explain in their application how they will collect and record this information to maintain a fully evidenced audit trail.

3.4 Cross-cutting themes

Two themes cut across all UKSPF activity in London, and this should be reflected in applications. These are detailed below.

3.4.1 Environment and sustainability

The Mayor and London Councils are committed to tackling the climate and ecological emergencies and improving air quality. This means embedding environmental goals in all programmes funded by UKSPF. Environmental activity should also support good jobs, help tackle inequalities, and grow London's economy.

When developing your project, please seek to champion environmental sustainability with your stakeholders and when completing your application please explain how your project will benefit, and be accessible to, all Londoners.

3.4.2 Equality, diversity and inclusion (EDI)

In the design and delivery of the UKSPF, the GLA, as lead authority is putting equality, diversity and inclusion (EDI) at the centre of all its activity. The GLA is striving to be ambitious in its approach to be inclusive, and we expect the same of applicants that are seeking our funding.

The Mayor of London's strategy, [Inclusive London](#) (2018, updated in 2022) sets out the future of London as a diverse, inclusive and integrated city, where everyone should be able to reach their full potential and prosper.

Reaching and including all Londoners, particularly individuals facing persistent inequalities, will be an important consideration to the success of the UKSPF in London. The UKSPF programme will continue our work challenging inequality and promoting equality of opportunity.

Labour market indicators highlight long-standing inequalities in London. Prior to the pandemic, the most marginalised groups (such as the over-50s, women, disabled people, ethnic minorities and young people who are NEET) faced barriers in

accessing education, lower educational attainment levels and a lower likelihood of employment. For such groups these inequalities continue to exist.

The public sector equality duty in Section 149 of the Equality Act 2010 requires public bodies, including the GLA, to take active steps to eliminate discrimination and positive actions to promote equality.

Advancing equality of opportunity includes:

- taking measures to remove or minimise disadvantage associated with a protected characteristic
- taking steps to meet the needs of individuals who share a protected characteristic (where these are different to others)
- encouraging people who share a protected characteristic to participate in public life or other activities where the participation by that group is disproportionately low.

Applicants will need to consider the needs and aspirations of all young people when developing and implementing their projects.

Activity funded through this grant funding opportunity will provide support to young people most in need. This includes young people who have protected characteristics, are more vulnerable, and are most affected by the impact of COVID 19.

4 Working with London boroughs and sub-regional partnerships

The GLA expects London boroughs to be actively involved with UKSPF projects. Successful applicants should contact relevant boroughs to establish and maintain appropriate engagement during the delivery of the project.

Applicants are expected to deliver in specific sub-regional areas (unless otherwise indicated in the Project Requirements) and should provide a rationale for focusing delivery in their chosen GPA.

Applicants should be aware of the priorities set by each sub-regional partnership for the GPA in which they will be delivering. The boroughs within the four sub-regional partnership areas are illustrated in Table 1 and Figure 1 below.

Figure 1: Sub-regional partnership areas

Table 1: London boroughs within each sub-regional partnership/GPA area

West London Alliance	South London Partnership
Barnet Brent Ealing Hammersmith and Fulham Harrow Hillingdon Hounslow	Croydon Kingston upon Thames Merton Richmond upon Thames Sutton
Central London Forward	**Local London (North and East)**
Camden City of London Hackney Haringey Islington Kensington and Chelsea Lambeth Lewisham Southwark Tower Hamlets Wandsworth Westminster	Barking and Dagenham Bexley Bromley Enfield Greenwich Havering Newham Redbridge Waltham Forest

Applicants should consider how they will engage with programmes such as New Deal for Young People, No Wrong Door, the Community Outreach Programme, AEB, sub-regional Careers Hubs, and other local programmes and initiatives, to establish referral routes and working relationships which will aid them in their endeavours to engage and support young people in the geographical area that is the focus of their application.

4.1 Sub-regional partnership priorities

4.1.1 Central London Forward

- Tackling unemployment and inactivity by ensuring residents can access high-quality employment and skills support.

- Narrowing labour-market inequalities, and supporting employment and qualification outcomes for disadvantaged groups - including Black, Asian and Minority Ethnic residents and disabled residents.

- Supporting in-work progression by helping residents to move into better-paid jobs and working with employers to improve job quality.

- Ensuring skills provision meets labour market needs, helping to address skills gaps and helping residents into decent work.

- Integrating employment and skills services as part of the 'No Wrong Door' agenda, so that residents can access the support that best meets their needs.

- Supporting the transition to net zero through driving the growth of green jobs, and helping residents develop the green skills that will be needed.

4.1.2 Local London

- Supporting in-work low-paid residents with no or low skills/qualifications to enable them to up-skill, secure new qualifications and progress into higher-paid work.

- Supporting unemployed and economically inactive residents with disabilities/ long term health conditions.

- Supporting lone parents who are struggling to secure and maintain part-time and full-time work at a reasonable wage.

- Supporting young people leaving school without qualifications (including those who are NEET) who struggle to find employment.

- Supporting residents whose first language is not English and for whom this is a barrier to obtaining employment and/or accessing education and learning opportunities.

- Supporting young and older residents with SEND.

- Supporting high-priority sectors (construction, digital and technical, health and social care and cultural and creative) to meet their skills needs.

4.1.3 South London Partnership

- Supporting the development of skills provision and pathways to good jobs, in the sectors identified in the South London Annex of the Local Skills Improvement Plan:
    - construction, engineering and the built environment
    - health and social care
    - information and communication
    - retail and hospitality
    - education.

- Promoting skills support to strengthen the existing workforce and boost productivity and wages in south London.

- Supporting the health and care sector to tackle their vacancy gaps through sector specific employment and skills provision and localised strategic collaboration.

- Breaking down structural barriers and improving access to skills provision and access to good jobs for residents who might have complex and multiple challenges to finding good work, with a specific focus on residents with disabilities and learning difficulties, residents from the global majority and women.

- Improving the knowledge of practitioners and educators on jobs that support the green economy and coordinate the development of green skills provision to secure pathways into good jobs that directly contribute to the reduction of carbon emission and/or broader environmental goals.

- Strengthening careers education, working closely with businesses and educational institutions to ensure that all residents are made aware of current and future jobs, so they are equipped with the technical, vocational and core skills required to get good jobs in south London.

- Enabling a skills and employment system that works collaboratively and effectively to ensure that, no matter where the starting point, every resident can access the right support, to improve their health, well-being and economic resilience.

4.1.4 West London Alliance

- Delivering a truly joined-up system through the No Wrong Door Integration Hub – ensuring that all partners, including the public sector, skills providers and employers are working effectively together to deliver a coherent skills

system that is easy to access and use for all residents, and those working within the system itself.

- Supporting the development of long-term, meaningful relationships with employers across our priority sectors (creative, digital, green, health & social care, retail, hospitality, transport and logistics, and food manufacturing). This is done in partnership with skills providers and local authority partners. Through this engagement we will better align skills provision with labour-market need and prepare our residents to make the most of the opportunities of the future, particularly green jobs.

- Supporting and promoting inclusion for all so that those furthest from the labour market (particularly people under 25 or over 50 and those for whom English is not a first language) can access the skills and employment support system, and progress into good work.

5 Additional information for applicants

This section provides applicants with additional information to help them draft an eligible and deliverable application. It should be read in conjunction with the Application Form and Guidance document and the Project Requirements for the relevant programme of activity. These documents are published as appendices 1-5 to this prospectus (see section 9: Key documents and appendices).

5.1 Who can apply for UKSPF?

Organisations applying for UKSPF must be legally constituted bodies. Individuals cannot apply for themselves. Potential applicant organisations include, but are not limited to:

- local authorities

- statutory and non-statutory public funded organisations/bodies

- higher and further education institutions

- voluntary/community organisations

- private-sector companies

- registered charities

- not-for-profit organisations.

5.2 Advice to applicants on their proposals

We cannot advise on the likely success, or otherwise, of proposals ahead of submission. We cannot review draft applications.

However, we are happy to answer questions on the call and the application process, and any technical questions. Please send these to UKSPF@london.gov.uk. We will collate a list of frequently asked questions (FAQs) and publish them, along with responses to clarification requests, here.

Further information on the process and the deadlines for raising clarification questions during the application window are provided below in section 6.1.

5.3 Multi-programme, multi-area and speculative applications

Applicants are invited to submit applications against one of the three GLA UKSPF People and Skills programmes of activity: Work experience, Universal NEET and Targeted NEET. Speculative applications, or those that do not align with one of these three programmes of activity, will not be successful.

Separate applications must be submitted for each of the three programmes in each of the GPAs (e.g., if an applicant wishes to deliver a Universal NEET project in both West and North London they would need to submit two separate applications). Applications that cover more than one GPA and/or more than one programme of activity will not be considered. Targeted NEET applications may deliver in a smaller area within a single GPA where this is appropriate to meet the needs of the specific target group.

If applicants wish to apply to deliver in more than one GPA, they must submit separate applications for each GPA.

Applicants should also note that, in order to encourage a diversity of provision tailored to the needs of a range of target groups, the GLA will:

- award no more than four grants to any one lead applicant across all programmes of activity and GPAs

- award no more than two grants (in two separate GPAs) per lead applicant for Work experience projects

- award no more than two grants (in two separate GPAs) per lead applicant for Universal NEET projects

- award no more than one grant per lead applicant for Targeted NEET projects in a single GPA

Where a single lead applicant has submitted more than one Targeted NEET application for a single GPA and all score highly enough to be awarded funding, the GLA will prioritise the highest scoring of these applications to receive an offer of grant funding, subject to the recommendations of the strategic moderation panel.

Where a single lead applicant submits more than four applications across all programmes of activity and GPAs and all score highly enough to be awarded funding, the GLA will prioritise the highest scoring of these applications to receive offers of grant funding, subject to the recommendations of the strategic moderation panel.

Please also note that the GLA reserves the right to award less than four grants to any one lead applicant where this is recommended by the strategic moderation panel. Also, all grant award offers are subject to financial due diligence, which includes consideration of the overall value of grant awards made, or to be made, by the GLA to the lead applicant.

Annex A of this prospectus provides some scenarios of applicants that wish to deliver multiple activities and/or in multiple areas and the impact their decisions could have on the number of applications they would need to submit and the number of grant awards they might be able to secure if their applications are all successful.

5.4 Match funding

Match funding is not a requirement for UKSPF, and applications will not score higher if applicants include match funding.

If applicants are including match funding, they should explain the added value this match funding will provide.

Applicants should only include outputs and outcomes attributable to UKSPF funded activities in their application form and associated PTC. Please also note the guidance in section 3.3 above regarding double counting of outputs and outcomes achieved by an individual participant.

5.5 Eligible start date – from what date can project activity start?

Applicants should specify a realistic start date.

Essential to the success of this short programme will be our ability to reach and support as many young people as we can in partnership with our providers in the relatively limited time available for delivery.

As stated in the Application Form and Guidance , the GLA expects that all projects will start delivery from 1 April 2024 at the latest, after applicants receive confirmation from the GLA that their application for funding has been approved.

Applicants may start their projects earlier than 1 April 2024, at their own risk, backdated to 1 January 2024 at the earliest.

5.6 End date of project activity

Applicants should select an appropriate end date for their project, noting the UKSPF programme ends on 31 March 2025 and all project activity must be completed by this date.

The final claim will be due shortly after the end of March 2025.

The GLA reserves the right to vary this end date and/or extend projects if, for example, the government changes the end date for the UKSPF programme (see section 2.3 above).

5.7 Payments to projects

Successful applicants will be paid by the GLA quarterly, in arrears, on submission of a fully completed claim form, management information and a satisfactory performance and progress report.

All payments will be made on the achievement of the milestones, outputs and results that have been set for measuring progress through the key stages of a project. Project costs and payment models are different for each programme of activity. More information on the overall budget, the proportion of this payable for each output and outcome, and the associated payment models are included in the individual Project Requirements. The outputs and outcomes which are linked to payments are also included in the PTC (see section 6.3 below).

If a payment is made by the GLA and it is identified at a later date (for example, during a monitoring visit) that the correct supporting evidence to support the claim for payment is not available, the GLA may suspend future payments, require repayment of funding, and/or reduce future funding.

Applicants should ensure that they have understood the requirements they will need to meet to receive payment and submit their applications to the GLA with this knowledge.

5.8 Marketing and branding requirements

Successful applicants will be required to adhere to the national UKSPF branding, marketing and publicity requirements, the guidelines for which are available here.

Successful applicants will also be required to use a logo promoting the support of the Mayor of London. The logos and associated guidelines will be shared with successful applicants once the grant funding agreement has been signed.

5.9 Evaluation

The Department for Levelling Up, Housing and Communities (DLUHC) will undertake an evaluation of UKSPF. The GLA will be required to support this evaluation by providing key data and lessons learned, as set out here. In addition, the GLA is expected to undertake its own evaluation.

National insurance numbers (NINOs) should be recorded for all individuals who stand to benefit from a UKSPF intervention, this alongside other data will be used by government to track the impact of UKSPF. Where a NINO is not available a unique reference number would need to be provided.

Individual funded projects will not be expected to carry out their own evaluations but will be required to contribute to the DLUHC and GLA evaluations. This requirement is in addition to regular monitoring and reporting on spend, activities, outputs and outcomes.

6 Application process

6.1 FAQs, clarifications and updates to the call documents

An applicant information event is scheduled to take place in September 2023. Details will be published on the GLA's UKSPF website after the launch of this call for applications.

Applicants can submit requests for clarifications and any technical questions by sending an email to UKSPF@london.gov.uk. During the open application window, responses to email requests received by 12 noon on Tuesday each week will be published on the UKSPF Frequently Asked Questions (FAQs) section of the website on Friday of the same week. The final deadline for submission of clarification requests or technical questions is Tuesday 10 October 2023 at 12 noon and responses to these questions will be on Friday 13 October 2023. Questions received after Tuesday 10 October 2023 may not be answered.

Documents may be updated during the application window. Any updates or revisions to the call documents will also be published on the GLA's UKSPF website, here. Please refer to the website for the latest versions of published documents and please also ensure you continue to monitor the website for any announcements, clarifications and responses to FAQs.

6.2 How to submit an eligible application

The window for submitting applications opens on Thursday 7September 2023. Applicants will have six weeks to complete their applications.

An eligible application will comprise of a fully completed Application Form for each relevant programme of activity and GPA, together with the following supporting documents:

- Payment Trigger Calculator (PTC) for the relevant programme of activity

- Participant journey diagram

- Project organogram.

Private, voluntary-sector and charitable organisations are also required to submit the following supporting documents with their Application Form:

- financial accounts for the most recent three years

- proof of existence – certificate of incorporation, charities registration, VAT registration certificate or alternate form of incorporation documentation

- proof of trading – financial accounts/statements for the most recent two years of trading, including, as a minimum, profit and loss account and balance sheets.

The Application Form and Guidance and the PTC for each programme of activity are published as appendices 4-8 to this prospectus (see section 9: Key documents and appendices).

The GLA must receive fully completed eligible applications and all the required supporting documents no later than the application deadline of **5:00pm on Wednesday 18 October 2023**.

You must submit your applications to **UKSPF@london.gov.uk**. Applications that are submitted to another email address will not be considered unless you have evidence that the GLA advised you to send your application to that email address.

Completed applications (including all supporting documents) should be submitted via email to UKSPF@london.gov.uk. Word or Excel documents are eligible. Please do not submit the completed Application Form or PTC as PDF documents. All other supporting documents may be submitted in PDF format.

It is the applicant's responsibility to submit their fully completed Application Form and supporting documents on time and to the correct email address.

We will not consider applications submitted after the application deadline unless evidence of technical issues when submitting (screenshots) is provided. We will only review reported issues submitted via email to UKSPF@london.gov.uk before 5:00pm on Wednesday 18 October 2023. Issues reported after this time will be considered late submissions and therefore will not be assessed.

To avoid potential technical problems with email, applicants are advised to submit ahead of the deadline and copy in (cc) themselves as evidence that the fully completed Application Form and supporting documents have been submitted to the correct GLA email address before the application deadline.

We will acknowledge all applications received within 10 days of the application deadline (i.e., by Friday 27 October 2023). If you do not receive an email confirming that we have received your application by this date, please contact UKSPF@london.gov.uk by Friday 3 November 2023 at the latest to request that we investigate the issue. Please attach copies of evidence that your application was submitted on time and to the correct email address. The GLA will not be able to consider any cases raised by applicants after this window, or where evidence of a correct submission cannot be provided by the applicant.

To avoid any potential delays with processing your application, please ensure that you state "UKSPF P&S application", your organisation name, and the programme of activity for which you are applying in the subject line and the content of your email.

Please also note that the maximum file size permitted in a single email is 10MB. If you need to submit your application via multiple emails, please ensure that your covering emails clearly indicate that the email submissions are linked (e.g., email 1 of 3, 2 of 3 etc.).

Further information on how to apply is provided in the Application Form and Guidance document for each programme of activity.

Table 2: Indicative timetable for UKSPF People and Skills Support for Young Londoners programme grant award process

Activity	Date/Deadline
Launch	Thursday 7 September 2023.
Information event	September 2023 – further details will be available here shortly.
Final deadline for applicants to submit clarification and technical questions	12:00 noon, Tuesday 10 October 2023.
Application deadline	Wednesday 18 October 2023 at 5:00pm
GLA acknowledge receipt of applications	By Friday 27 October 2023
Outcome of grant award process notified to applicants	February-March 2024
Anticipated delivery start date	By 1 April 2024

6.3 The Payment Trigger Calculator

The Payment Trigger Calculator (PTC) is an Excel tool that has been developed to assist applicants to calculate their application costs and the expected income cashflow from their planned delivery.

The PTC automatically calculates the unit rates payable to a successful applicant for each output and outcome that they will deliver based on:

- the applicant's own estimated cost of delivering the project

- the anticipated number of participants that the applicant expects to recruit

- how many of these participants the applicant expects to be successful at each stage of delivery.

Cumulatively, these payments generate the total lifetime grant value[10] for the project.

Based on the applicant's own profile of when they expect to achieve the project outputs and outcomes, the PTC also provides applicants with an estimated budget profile for receipt of grant funding payments.

The GLA will monitor the performance of successful applicants against the target delivery profile that they provide in their PTC at application stage therefore applicants should ensure that the outputs and outcomes that they offer to deliver in their applications are both competitive and achievable.

Applicants must complete a separate PTC for each programme of activity and GPA and submit this in Excel format with their completed application form, by the deadline for applications. If a completed PTC is not submitted with the application form, the application will not be considered 'complete' and will be rejected.

The PTC templates for each of the three programmes of activity are published as appendices 6, 7 and 8 to this prospectus (see section 9: Key documents and appendices).

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[10] Please note: the Project Income sheet (sheet 6) of the PTC may calculate the Project Total Income as slightly more or less than the Maximum Grant Available due to rounding up or down of a formula in the Unit Rates sheet (sheet 4). Until all milestones, outputs and outcomes are delivered, successful applicants will be paid the Unit Rate for the relevant milestone, output or outcome delivered. If, by the final claim date, all milestones, outputs and outcomes have been delivered in accordance with the GLA's requirements and the Grant Agreement, the GLA will make an adjustment to the final claim to ensure that the lead applicant receives the value of the Maximum Grant Available if necessary. The GLA will only pay up to the Maximum Grant Available.

7 Application assessment and award of grant funding

7.1 The application assessment process

There are five stages to the application assessment process for this call:

- **Stage 1**: gateway assessment for all applications (first 'elimination' stage)

- **Stage 2:** scoring of key questions for all applications (second 'elimination' stage)

- **Stage 3:** "Young Londoners' Panel" key question scoring and moderation for the Universal NEET and Targeted NEET programmes of activity (third 'elimination' stage)

- **Stage 4:** Scoring of all remaining questions for all applications which have not been eliminated from the process at earlier stages

- **Stage 5:** Internal strategic moderation panel.

Further detail about each stage is provided below.

Applications submitted for the **Work experience** programme of activity will be assessed using stages 1, 2, 4 and 5 of the process.

Applications submitted for the **Universal NEET** and **Targeted NEET** programmes of activity will be assessed using stages 1, 2, 3, 4 and 5 of the process.

Following completion of these assessment stages (described in further detail below), all organisations which have been shortlisted for the potential receipt of funding awards, including those on any reserve list for the potential receipt of funding, will be subject to financial due diligence checks.

7.1.1 Stage 1: Gateway assessment

All applications will be subject to the gateway assessment, which will be conducted to ensure that the initial criteria for applying for funding have been met. This assessment also incorporates elements of the GLA's due diligence checks on applicants.

The gateway criteria and the information in the Application Form that will be used to assess whether an applicant has met these criteria is set out in table 3 below.

Table 3: Gateway assessment criteria and related Application Form questions

Assessment criteria	Related Application Form question
Has the application form, together with all mandatory annexes and supporting documents, been submitted by the application deadline?	The fully completed Application Form and supporting documents must be submitted by the application deadline. Failure to meet the deadline will result in the application being rejected. See section 6.2 in this prospectus
Is the applicant eligible to receive UKSPF?	Assessed using the information provided in Part A, section 2 (Lead applicant details) of the Application Form.
Is there a compelling reason to exclude the applicant from the award process, e.g., involvement in criminal activity, failure to pay taxes, bankruptcy or previous poor performance, the cause of which has not been sufficiently addressed?	Assessed using the information provided in response to the Gateway Assessment Questions (Standard Selection Questionnaire, Qs 1-4) in the Application Form.
Does the proposed project deliver against one of the three programmes of activity, and in one of the four GPAs, as set out in this prospectus and the Project Requirements?	Assessed based on the information provided in response to Qs.1.3, 1.4 and 1.7 in Part A, and Q.3.1 (project summary) in Part B of the Application Form.
Does the application deliver the milestones, outputs and outcomes relevant to the programme of activity selected, as set out in the Project Requirements?	Assessed using the information provided in response to Q.1.7 in Part A, Q.3.1 (project summary) in Part B and the output/outcome tables in Q.4, Part B, of the Application Form.
Will all outputs and outcomes be delivered by 31 March 2025?	Assessed using the information provided in the PTC and the output/outcome tables in Q.4, Part B, of the Application Form.

Applications that fail to meet one or more of the gateway criteria will be rejected at this stage and will not be scored.

7.1.2 Stage 2: Scoring of key questions

All applications that pass the gateway assessment will be scored against the criteria for the key questions.

There are four key questions for each programme of activity (questions 3.3, 3.4, 3.7 and 6.6). These are clearly indicated in the Application Form and Guidance for the relevant programme of activity.

All key questions will be scored by three evaluators. The scores of the three evaluators will be averaged to determine the final score for each evaluation criteria (in other words, each question). Quality assurance will be undertaken on the scores to identify and address any potential inconsistencies in the evaluation process, ensure a consistent approach has been taken by the scorers and ensure scores can be substantiated. In addition, for these key questions moderation will be undertaken on all scores which, when averaged, result in a score lower than 3. The moderation will act as a double-check that the score of 3 or less is justified.

Applications for **Work experience** that do not score a minimum of 3 ("acceptable") on any of these questions will not progress to the next stage of the assessment process.

Applications for **Universal NEET** and **Targeted NEET** that do not score a minimum of 3 on any of questions 3.3, 3.4 and 6.6 will not progress to the next stage of the assessment process. Question 3.7 (the key question to be scored by the Young Londoners' Panel) will be scored by the three evaluators who are scoring the rest of the Application Form, but failure to score a minimum of 3 will not result in elimination from the process at this stage.

7.1.3 Stage 3: Young Londoners' Panel key question scoring and moderation

This stage of the assessment process only applies to applications for the **Universal NEET** and **Targeted NEET** programmes of activity that have scored the required minimum at Stage 2.

The GLA places a high value on the knowledge, experiences and insights of young Londoners with regard to 'what works' for them, as the target group for this programme of activity. Young Londoners have been actively involved in the consultation which has informed the development of these two programmes of activity and through this approach at Stage 3, the GLA is also seeking to draw upon their expertise and personal experience in the application assessment process.

The Young Londoners' Panel key question (Question 3.7 in the Universal NEET and Targeted NEET Application Form) will be scored and moderated by a panel of young people (comprising representatives of the GLA peer outreach team, London Youth Assembly and other stakeholders).

The GLA evaluators will provide support and guidance to the Young Londoners' Panel throughout the scoring and moderation process and will attend the moderation meeting(s), but the panel members will have the final decision on the moderated score for this key question.

The moderation process will enable members of the Young Londoners' Panel who have evaluated a particular application to discuss the rationale for the scores they have awarded, with both the other scorers and a GLA evaluator. The process will enable any potential inconsistencies in the evaluation approach to be identified and ensure the final moderated score of the Young Londoners' Panel can be substantiated.

Applications must achieve a minimum score of 3 by the Young Londoners' Panel on this key question in order to progress to Stage 4 of the assessment process.

In order to avoid undue delays in the assessment of the Universal NEET and Targeted NEET applications, we reserve the right to adapt or remove entirely this element of the assessment process (for example, if we receive significantly more applications than anticipated, or if we are unable to recruit sufficient numbers of young people to participate in the Young Londoners' Panel). In such circumstances, the Young Londoners' Panel key question will instead be scored by the GLA team of evaluators, applying the same process as at Stage 2. A minimum score of 3 for this question will still be required for an application to progress to Stage 4 of the assessment process.

7.1.4 Stage 4: Scoring of remaining questions

All applications that score the required minimum scores at Stages 2 and 3 (as applicable) of the assessment process will progress to Stage 4.

In this stage, the remaining questions on the application form will be scored by three evaluators in accordance with the information set out in the Application Form and Guidance for the relevant programme of activity and the scoring framework. As in Stage 2, the scores of the three evaluators will be averaged to determine the final score for each evaluation criteria. Quality assurance will be undertaken on the scores to identify and address any potential inconsistencies in the evaluation process, ensure a consistent approach has been taken by the scorers and ensure scores can be substantiated.

Weightings will be applied to all scores, as set out in the scoring framework, which is published on the GLA website as appendix 11 to this prospectus (see section 9: Key documents and appendices).

On completion of scoring, all applications will be ranked in order of their weighted score. The overall ranking will be reviewed at Stage 5 by a strategic moderation panel, prior to final recommendations for grant awards being determined.

7.1.5 Stage 5: Strategic moderation panel

It is essential to the success of the Support for Young Londoners' Programme that it reaches as far as possible across the Greater London geography, including communities where young people most need support.

At the end of the application assessment process, we may find that multiple higher-scoring applications are delivering to the same target group in the same geographical area. This potential duplication may affect our ability to achieve the programme impact we are seeking.

The GLA considers that this risk is most likely to arise in relation to the Targeted NEET programme of activity, where more than one grant award is anticipated in each GPA.

For all programmes of activity, the application which is awarded the highest score on completion of Stage 4 will normally be recommended for funding.

Where multiple applications delivering the same programme of activity and delivering in the same GPA score equal highest scores, the GLA will rank these applications based on their scores for the key questions, with the highest-scoring application being awarded funding. If there is no difference in the scores on the key questions, the GLA will seek advice from the strategic moderation panel, which may in turn choose to seek advice from the Skills for Londoners Board.

For the Targeted NEET programme of activity, if more than one of the highest scoring applications is proposing to support the same, or a similar, target group in a given geographical area, the strategic moderation panel will review these applications alongside other high-scoring applications for Targeted NEET programmes of activity in the same geographical area(s) and, in order to achieve a balanced delivery and avoid potential duplication, may:

- offer an award to a lower scoring application over a higher scoring application

- require successful applicants to change/reduce the number of target groups they are proposing to support

- require successful applicants to change/reduce the number of geographical areas in which they are proposing to deliver.

For example, if applicants A, B and C had all submitted applications in relation to GPA X and target group Y, and they were the three highest-scoring applications for this programme of activity in GPA X, the GLA would first recommend that funding be awarded to the highest scoring of the applications in GPA X. So, if applicant C's application has scored highest it would be recommended for funding. Although applicant A's application was the second highest-scoring application in GPA X and applicant B's was the third highest-scoring, because both applications were also proposing to support target group Y, the GLA's internal moderation panel might

recommend applicant D (with the fourth highest-scoring application) be awarded funding because their application is supporting target group W.

Alternatively, if applicant A had proposed working with target group Y and target group W, we might recommend applicant A for funding on condition that they only support target group W. Or, if applicant C had proposed delivering across boroughs G, H and J, while applicant A had proposed working across borough J and K, we might recommend applicant A for funding on condition that they only work in borough K (and perhaps that they also work in borough L which Is not covered by applicant C).

If the GLA requires applicants to change their proposal in one of the ways indicated above, these requirements will be shared with successful applicants as a condition of funding when the GLA informs them of the outcome of the grant assessment process.

Applicants should note that if the GLA considers that it has received insufficient good quality applications for a particular programme of activity or geographical area, the GLA reserves the right to reduce the anticipated number of grant awards or not to make any grant awards for that programme of activity or area.

7.2 Decision to award funding

The highest-ranked applicant(s) for each programme of activity will be recommended for an award of grant funding, subject to the recommendations of the strategic moderation panel, budget availability and successful financial due diligence.

The GLA will advise the Skills for Londoners (SfL) Board of the outcome of the grant funding assessment process and seek their views on the overall strategic fit and deliverability of projects which are recommended for funding. The Skills for Londoners Board provides oversight and governance for the People and Skills investment priority. Terms of reference and meeting papers are available here.

The final decision on which applications should proceed rests with the GLA.

7.3 Due Diligence

The GLA will undertake financial due diligence checks on applicants, whose applications the GLA proposes to recommend for funding and or whose applications are to be included on any reserve list.

Applicants may be required to provide additional information at short notice to support this process.

Applicants will not be awarded a grant without successfully passing financial due diligence. Applicants may be asked to agree to additional conditions of funding in order to pass financial due diligence.

Guidance on the GLA financial health checks and requirements is published as appendix 12 to this prospectus (see section 9: Key documents and appendices).

7.4 Grant awards

All applicants will be notified of the outcome of the application assessment in writing. The GLA will provide high level written feedback to all applicants. For successful applicants, the outcome letter will include any revisions or updates required to their proposal, including any potential grant funding conditions.

If an award offer is turned down by an applicant, an offer would be made to the next highest scoring applicant, subject to recommendations by the strategic moderation panel, budget availability and the outcome of financial due diligence checks.

Successful applicants will be invited to sign a grant funding agreement with the GLA. It is a standard, non-negotiable template document and reflects both GLA and UKSPF requirements for managing, monitoring and reporting project activity. Due to the short timescale available for UKSPF delivery, the GLA will not enter into protracted grant negotiations with successful applicants. The Grant Funding Agreement template will be published on the GLA website as appendix 9 to this prospectus (see section 9: Key documents and appendices).

Once a funding agreement has been issued it should be signed and returned to the GLA within 30 days, unless otherwise agreed with the GLA. Applicants are therefore strongly advised to read these terms and conditions before responding to this grant funding opportunity to ensure they can enter into such an agreement.

To avoid slippage, applicants should be ready to start delivery immediately after signing the funding agreement and by 1 April 2024 at the latest.

Successful applicants must not place any reliance upon funding until a signed grant funding agreement is in place; any such reliance, or start of delivery before a grant funding agreement is in place, is entirely at their own risk.

Successful bidders will also be required to undergo a GLA-led contract initiation visit. This is likely to take place within a few weeks of the letter confirming the offer of a grant award. Further details will be provided to successful bidders with their offer letter.

7.5 Indicative timeline for assessing applications and grant awards

We expect bidders to be notified of the outcome of the application assessment process by the end of February 2024.

It is envisaged that the process will follow as closely as possible the indicative timeline outlined in Table 4 below. However, these dates are provided for your guidance only, and are subject to change.

Table 4: Indicative timetable for application assessment process

Activity	Estimated Date/Timeframe
Application assessment period	19 October 2023 to January 2024
Notification of grant offers	February-March 2024
Grant funding agreements issued, onboarding	March 2024
Anticipated delivery start date	1 April 2024

We are aware of the restricted delivery timeframe for these projects and will seek to award grants earlier than indicated in Table 4 above if possible. However, it should be noted that the length of the application assessment process is highly dependent on the number of applications received; if we receive more applications than we currently envisage the assessment process may have to be extended, with notifications therefore being later.

Notification of grant awards may also be phased, with some programmes of activity receiving notification earlier than others.

7.6 Appeals

The GLA's decision on each application is final. There is no appeals process. Applicants submit applications to the GLA with this knowledge.

8 Concerns or complaints

If applicants wish to raise any concerns or complaints about the grant funding call or application process, please follow the procedure set out here.

9 Key documents and appendices

This prospectus should be read alongside the following documents related to this call, which are available as appendices to this prospectus on the GLA's website, here.

- **Project Requirements** for each programme of activity:

  Appendix 1.   Project Requirements: Work experience

  Appendix 2.   Project Requirements: Universal NEET

  Appendix 3.   Project Requirements: Targeted NEET

- **Application forms with application form guidance** for each programme of activity:

  Appendix 4.   Application form and guidance: Work experience

  Appendix 5.   Application form and guidance: NEET programmes (to be used for both Universal NEET and Targeted NEET applications)

- **Payment Trigger Calculator** (PTC) templates for each programme of activity

  Appendix 6.   PTC: Work experience

  Appendix 7.   PTC: Universal NEET

  Appendix 8.   PTC: Targeted NEET

- **Other call documents**:

  Appendix 9.   Grant Funding Agreement, standard (non-negotiable) template (note: at the time of publishing this prospectus this document is not available online, but will be uploaded during the application window)

  Appendix 10.   Consultation on Support for Young Londoners intervention: Summary of responses

  Appendix 11.   Scoring framework

  Appendix 12.   Financial Due Diligence Guidance

10 Annexes

Annex A.   Examples of number of applications required and potential impact on possible awards where applicants submit multiple applications

Annex A: Examples of number of applications required and potential impact on possible awards where applicants submit multiple applications

Applicant	A	B	C	D	E
Wants to deliver	Universal NEET in West London. Universal NEET in North London.	Universal NEET in West London. Targeted NEET in West London. Quality work experience in West London. Quality work experience in North London.	Targeted NEET for homeless people in all of the East, West and North London GPAs.	Targeted NEET for homeless young people in West London. Targeted NEET for young carers in West London. Universal NEET in West London.	Universal NEET in East and North London GPAs. Targeted NEET for homeless young people in West London. Quality work experience in North and East London GPAs.
No. of applications required.	2	4	3	3	5
Maximum number of grant awards if all bids are successful.	2	4	3	2 (one of the Targeted NEET projects and the Universal NEET project).	4 (the highest scoring bid(s) within each programme of activity

Applicant	A	B	C	D	E
					would be prioritised for an award).
Reason	One lead applicant can be awarded up to two grants in two separate GPAs for Universal NEET.	One lead applicant can be awarded up to two grants in two separate GPAs for Universal NEET. One lead applicant can be awarded up to two grants in two separate GPAs for Quality work experience. One lead applicant can be awarded a maximum of one grant in a single GPA for Targeted NEET.	One lead applicant can be awarded a maximum of one grant in a single GPA for Targeted NEET. Although all three of these bids are to support the same target group, they are in three separate GPAs and therefore all three can be awarded.	One lead applicant can be awarded up to two grants in two separate GPAs for Universal NEET. One lead applicant can only be awarded a maximum of one grant in a single GPA for Targeted NEET. Note, the applicant might combine the two Targeted NEET projects into one. They would then submit two applications: one for Targeted NEET, one for Universal NEET. If both were successful both could	One lead applicant can be awarded up to two grants in two separate GPAs for Universal NEET. One lead applicant can only be awarded a maximum of one grant in a single GPA for Targeted NEET. One lead applicant can be awarded up to two grants in two separate GPAs for Quality work experience. However, no lead applicant may receive more than four grants across all

Applicant	A	B	C	D	E
				have received grant funding.	programmes of activity and GPAs.

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