

KICKSTART SCHEME **TEES VALLEY COMBINED AUTHORITY REPRESENTATIVE GUIDANCE**

HOW TO APPLY

Please read carefully the information below before submitting your application.

ENHANCEMENTS

The Combined Authority is developing an enhancement to the Kickstart offer whereby acting as the representative organisation we will maximise existing provision which supports the target cohort of Kickstart to ensure that individuals receive wraparound support; and information, advice and guidance in relation to career progression and employment and training opportunities. Any extra funding available via the Kickstart Scheme to support young people could be utilised to support this enhancement.

FREQUENTLY ASKED QUESTIONS

Q. Are employers able to interview participants who are put forward for a Job Placement?

A. DWP guidance states that the employer can conduct interviews and decide on a suitable candidate for their Job Placement.

Q. Are apprentices eligible for a placement?

A. An apprentice is employed and in receipt of wages and therefore would not be eligible. For full eligibility criteria please visit;

<https://www.gov.uk/government/collections/kickstart-scheme>

Q. Is graduate eligible?

A. If a graduate meets DWP eligibility criteria, for example is between the ages of 16-24 and in receipt of Universal Credit. For full eligibility criteria please visit;

<https://www.gov.uk/government/collections/kickstart-scheme>

Q. Is there an expectation that an employer will provide full time roles after the 6 month Job Placement?

A. The Kickstart Scheme is a 6 month Job Placement scheme.

Q. Are the Combined Authority looking for partners to deliver training to Kickstart participants?

A. The intention is that existing Tees Valley provision is maximised in order to provide support and/or training to Kickstart participants.

Q. My organisation name and business address are changing over the coming weeks, what details should I give when I apply?

A. The organisation should apply with the businesses details that are correct at the time of the placement going live – so for example if a business is changing its details i.e. name, it would be better to defer an application until the details are correct. DWP will assess the application.

Q. I am unable to submit the TVCA application form as it says the date format is incorrect.

A. The format of the date must be DD/MM/YYYY

PLEASE NOTE

The Kickstart Scheme is a Department for Work and Pensions (DWP) initiative which can be subject to change at the discretion of DWP.

DWP have the right to accept or decline an application.

DWP expect the application decision to be made in circa 30 days from submission of the application.

The Combined Authority will inform employers when an application has been made on their behalf.

All employers will be contacted by the Combined Authority to advise of the status of the application when notification is received from DWP.

The details laid out in this guidance may be revised at any time by Tees Valley Combined Authority. Any changes will be updated on our website and engaged employers will be informed of any revisions which may affect their application and or placement(s).

For the application to be eligible and processed by DWP all stated criteria must be met.

For successful applications a funding agreement will be required between TVCA and the employer.