East Dunbartonshire Employability Grant Programme Application Form

Funded by UK Government

Scottish Government Riaghaltas na h-Alba gov.scot

sustainable thriving achieving
East Dunbartonshire Council
www.eastdunbarton.gov.uk

Application Ref:

Date assessed:

By:

Please fill out a separate application form for each proposal. The grant form is split into five expanding sections. Please provide detailed responses, however, no single answer to a question should be more than 500 words in length. If this is a partnership proposal then a lead applicant should make the application on behalf of the partnership. Additional partner details can be provided in Q3.12.

If you need more space to complete your answer, please use the large box at the end of the form.

Section 1: Applicant information

1.1 Name of Applicant Organisation

1.2 Applicant Organisation Address

1.3 Organisation website

1.4 Name of person making the application

1.5 Job title

1.6 Contact number

1.7 Email address

no **one** left behind

Young Person's Guarantee

1.8 Is this the address above where the proposed services would be delivered from?

Yes   No

If NO then please provide the address where the proposed services will be delivered:

Please confirm the type of organisation

Voluntary sector

FE/HE sector

Private sector

Public sector

Applicant Declaration:

I confirm that I have the authority to submit this application on behalf of the project applicant.

Name

Section 2: Application Overview

2.1 This application is for employability services for:

young people only (16-24 years)

adults only (age 25+)

anyone, not age restricted

2.2 Does the application relate to specific target groups?

Yes (tick the groups below)   No, available for anyone

Target Group

Care Experienced   With a long term health condition

People with a disability   Long term unemployed

BAME (including refugees)   homeless /in temporary accommodation

16-19 NEET   Young Persons Guarantee group

SIMD data zones   Economic Inactive

Low-income Parents   Care experienced

Involved with criminal / social justice   Carer

Other please specify

2.3 Funding

Are you applying for specific funding

No One Left Behind   Shared Prosperity Fund   Both

Please confirm that you will deliver your work in line with Scottish Government Fair Work First principles (www.gov.scot/publications/fair-work-first-guidance-2/) You will be asked to complete a Fair Work Self Evaluation form if your application is successful and this will include an expectation to pay the Real Living Wage to all staff or be working to implement this within a limited timescale.

Yes   No

Please confirm that your organisation and your proposed provision delivery reflects the Scottish Employability Service Standards www.employabilityinscotland.com/news-events/news/employability-service-standards-published/
We will ask for evidence at the award confirmation stage .

Yes   No

2.4 What stage(s) of the Employability Pipeline does your proposal service? (tick all that apply)

Stage 1   Stage 2   Stage 3   Stage 4   Stage 5

2.5 How many people will you support throughout a full year?

2.6 Which of the following best describes your proposal?

Training / Group Programme

Engagement   Overcoming barriers

Pre-vocational training   vocational/industry training

personal/social development   Job search programme

Employer engagement   Aftercare and in work support

end to end (stage 1-5) training programme

2.7 How many hours per week and for how many weeks would a person be supported?

2.8 When will the project start? (date)

29 When will the project end? (date)

Section 3 - Project Proposal

3.1 Project Name

3.2 Project summary: In one paragraph, please provide a brief summary of your proposed programme. Imagine you are telling a potential participant about what it is and what benefits and impacts it could lead to for them
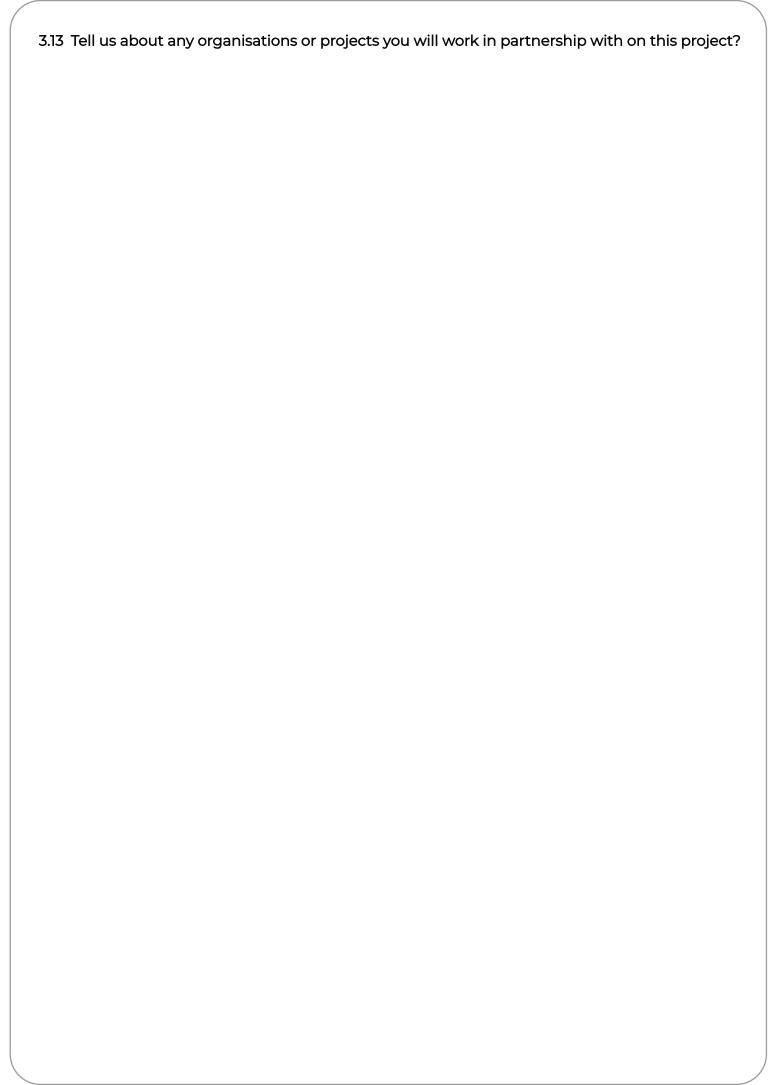
3.3 What activities will take place?

3.4 What is the duration of the support?
Please outline what aftercare you will provide once participants have left the programme and the duration of this.

3.5 How many hours will each beneficiary receive of the service?

Over what period of time?

3.6 Who will deliver the activities?

3.7 How and where will the activities be delivered?

3.8 Who will be the beneficiaries of the project? Please describe the people you aim to support

3.9 How will you identify, attract, recruit and engage with the beneficiaries?
Please also outline what, if any, links you already have with the East Dunbartonshire people you are aiming your activity at and knowledge of their local employability needs?

3.10 What practical steps will you take to make your project accessible to your intended community? (for example; language, disability requirements, publicity)

3.11 a) What outcomes do you expect from this project and how will you measure progress?

b)   Please outline how you will monitor and manage programme performance? Please include how you will measure each participants progress and the impact of the programme on them, including details of assessment/evaluative processes/tools.

3.12 Why is this project needed? What is the rationale for the service/numbers/beneficiaries? You can draw on data from other sources.

3.13 Tell us about any organisations or projects you will work in partnership with on this project?

3.14   a)   Please outline the experience your organisation has to carry out this project including the skills and expertise of staff, management and board members and local knowledge?

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3.14 b) Please outline your past performance of employability programmes you have delivered including numbers on programmes and outcomes client have achieved e.g. paid jobs, work placements undertaken, qualifications, progression to further and higher education.

3.15 Equalities mainstreaming - how have you ensured lived experience, including the specific needs of protected characteristic groups, has and will shape your service design and delivery?

3.16 Is there any further information which you have not provided in any previous response, which you think is relevant and which would further support your application?

Target Numbers	April- June 2025	July - Sept 2025	Oct - Dec 2025	Jan - March 2026
How many people will start in your service?				
How many will attain a qualification?				
How many will undertake a work placement?				

Outcomes on completion	April- June 2025	July - Sept 2025	Oct - Dec 2025	Jan - March 2026
Participants entered FE/HE/Training				
Participants commenced employment				
Participants commenced a Modern/Graduate Apprenticeship				
Participants commenced a formal Volunteering programme				
Improved employment (low income parents)				
None of the above				

	April- June 2025	July - Sept 2025	Oct - Dec 2025	Jan - March 2026	Total
Delivery Staff Costs (please outline below)					
10% management and admin costs on total staff					
Participant Costs (please outline below)					
Other costs (please outline below)					
Total:					
How much of the costs above are you requesting in grant?					
How much (if any) are you contributing?					

Please email any completed applications to Drummond.stewart@eastdunbarton.gov.uk

Extra space
Please use the following box to complete any answers that you were unable to fit in the main body of the application form.
Please include the question number with each answer.

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