



**Practical Funding Guidance for
young people with special
educational needs and disabilities
seeking paid work (including self-
employment)**

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Practical Funding Guidance

Introduction

This document has been prepared to help anyone who is supporting young people with special educational needs or disabilities to gain paid employment. It may also assist in helping young people to set themselves up in self-employment. The terminology used in the Children and Families Act 2014 for children and young people with intellectual impairments is that they have special educational needs but, in the world of adult services, these young people are given the label of having learning disabilities or learning difficulties. Throughout this booklet we have used both terms, depending on whether the funding source mentions learning disabilities or special educational needs.

People with learning disabilities want and are able to achieve satisfying careers. There is now much anecdotal evidence of individuals in full time paid work. Yet people with learning disabilities remain furthest from the UK labour market. Although there are many mainstream schemes that help to improve employment for any person who is disadvantaged in local work places, these have not made a significant impression on the amount of people with learning disabilities in paid work, which recent figures suggest may have dropped to just 6%¹.

It is now widely accepted (and government policy) that people with learning disabilities should be entitled to career aspirations and success in a job. *Valuing Employment Now* paved the way in underlining people's right to employment and both the Children and Families Act 2014 and the Care Act 2014 endorse participation in work as a legitimate outcome that people will want to achieve.

The DFE's *Preparing for Adulthood* programme highlights the need to support young people to make the successful transition to adulthood and to

"...give them the best chance of a fulfilling adulthood with employment, good health and independence."

However, if all those who want employment are to achieve it, there are major implications for the way services and local planning systems operate; professional supported employment must be funded if it is to deliver the consistency and sustainability that people with learning disabilities and their employers need. This document sets out some of the ways that paid employment, and the steps to employment, might be funded. There is currently no perfect source of funding for supported employment but we hope that the information in this report will contribute to organisations delivering employment support in a way that best suits the needs of job seekers with special educational needs (learning disabilities) and other severe impairments.

¹ Measures from the Adult Social Care Outcomes Framework, England - 2014-15, Health and Social Care Information Centre October 2015.

This funding guidance covers young people who are:

Age Range: 16 to 25 (until the person's 25th birthday)

Category Definition: Individuals who come into the High Needs Group (Education) and who are likely to have had a statement of special educational needs; a learning difficulty assessment; or an education, health, and care plan.

This document covers the funding streams below:

1. Public Health and council funding
2. Education
3. Social care – children and adults
4. Department for Work and Pensions
5. Business sponsorship
6. Charitable sources.

1. Public Health and Council funding

Public Health and local authorities are bound by statute. Their functions are set out in numerous Acts of Parliament and many of these functions have associated legal duties. The key areas of funding are:

- The Better Care Fund (the Integration Transformation Fund prior to 2013) which created a local single pooled budget to incentivise the NHS and local government to work more closely together around people, placing their well-being as the focus of health and care services
- Strategic Economic Regeneration money for deprived groups. Regeneration and Environment departments in local authorities are responsible for economic development; it is worth approaching them to help fund aspects of an employment outcome focused programme
- Funding available through Young Peoples Voice to support participation work. In Merton, the [Youth Generator Fund](#) (amounting to around £26,000 per annum) is used for young people to develop projects, activities, and events
- Discretionary money spent by a local authority on supporting people into work. This will be made available in conjunction with local policies or strategies and may be linked to local targets.

Working Examples

[Sirona care & health](#) in Bath and North Somerset used NHS money transferred to the council (previously known as S256 money) to develop an Employers Network with a view to providing permanent employment opportunities for young people with special educational needs and autistic spectrum conditions. Funding for 3 years has been secured and members have employed over 24 people, offered 5 working interviews, 5 volunteer placements, and been supported to retain 6 employees. The Network has hosted an Employer Marketplace to connect job seekers and employers and have 5 potential mentors at Project SEARCH. Network members are supported through regular meetings, newsletters, individual support around specific issues, training workshops, and guidance in putting together Access to Work applications.

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The Merton Chamber of Commerce was part of a [partnership](#) which included Lambeth and Merton Citizen Advice Bureau, Merton Council, YMCA- South West, Volunteer Centre Merton, and Mencap. The partnership was successful in accessing funding through Merton Regeneration and Environment Department to offer ten, nine month internships to young people; Mencap continues to provide internship opportunities.

Community Right To Challenge

The Community Right to Challenge came into effect in 2012, enabling communities to apply to take over local services that they think they can run differently and better. The Right to Challenge covers a wide range of local services and is backed by the largest social investor in the UK, the Social Investment Business. SIB is administering a £10m fund, offering pre-feasibility grants between £5,000-£10,000 and feasibility grants up to £100,000. Pre-feasibility grants are for organisations to build internal capacity to help them to compete to deliver public services; feasibility grants are available for organisations that can demonstrate existing potential to compete to deliver public services. These grants can be used to support organisations in preparation for competing in procurement bids.

[Advice](#) and grants are available if individuals / organisations are thinking about taking over a service from the local council.

2. Education Funding

There were significant changes in the arrangements for funding young people in schools and colleges in 2013/14. Updated guidance was published in August 2014 but there have been no major changes since.

All institutions eligible to receive public funding with pupils/students aged over 16 receive an allocation of mainstream funding that is calculated by the national 16-19 funding formula – this recognises the different programmes of learning that young people access and pays for the course or programme. This is sometimes referred to as Element 1 in funding documents.

This allocation is made on a lagged basis, that is, the institution will be funded for the same number of students it enrolled in the previous academic year. Any increase in numbers over the previous year's total will be reflected in the funded numbers the following year.

All students aged 16-19 years are expected to follow a programme of study of approximately 600 planned hours per year, including Maths and English where the student had not previously attained a GCSE grade of A* to C. From 2015, all of these young people are expected to be in full time education, training, or in work with part-time education or training up to at least their 18th birthday.

Individuals who need £6,001 or more of additional learning support each year in order to complete their sixth form or further education programme are defined as a High Needs Student. This designation is on the basis of an assessment- either a Learning Difficulty Assessment (LDA) or, from September 2014, an Education, Health, and Care plan (EHCP). This is carried out by the home local authority (LA) of the student. From September 2014, young people can state the educational establishment they want to attend in their EHCP and the local authority will commission a place at that institution provided it can meet the education needs of the student. Colleges must use their 'best endeavours' to meet the student's needs and cannot simply decline to provide a place.

Key features of the new system are that:

- all post-16 institutions are treated and funded on an equivalent basis
- educational commissioning and funding is brought together
- it anticipates the introduction of the Education, Health and Care Plan (EHCP) which will have replaced Learning Difficulty Assessments by September 2016

Students who require less than £6k of additional learning support and are aged 16-18 will be expected to follow a programme of study with their support needs being met from within the institution's mainstream funding allocation. For those aged 19 and over who do not have an LDA or education, health and care plan, further education funding comes from the Skills Funding Agency and follows separate guidelines.

As part of the simplification process, funding previously held by education agencies in separate funding streams has been combined and transferred to local authorities. The Education Funding Agency (EFA) now directly funds:

- further education and sixth form colleges
- independent specialist colleges
- academies and non-maintained special schools.

The funding covers the programme costs (Element 1) and the first £6k of support funds (Element 2 is subject to a LDA/EHCP). A third element of funding (for eligible support costs above the value of Elements 1 and 2) is deducted from the transferred funds to the LA, subject to an approved estimate of the costs involved. Local authorities then contract separately on an individual basis with the institution for the remainder of the funding package. The council and the college are expected to agree a study programme for the young person, which must be tailored to their individual aspirations and support needs.

For Local Authorities this funding is called the High Needs Block and is used to support children and young people from birth to their 25th birthday. This is sometimes referred to as Element 3 in funding documentation.

Working Example

A high needs student on a full time college course generates funding for the College of £5,200 per year (Element 1). The young person's support package costs £18,000 and the College additionally receives £6,000 for additional learning support (Element 2). This means that the college will require 'top-up' funding of £6,800k which they should receive from the home LA of the student (Element 3 or top-up funding).

Top-up funding will be:

- per pupil or student
- provided direct to the institution from the commissioning local authority;
- provided in or close to the pupil's or student's real-time movement; and
- based on the pupil's or student's assessed needs.

How top-up funding is arranged is a matter for local determination. Local authorities may choose to use local banding frameworks to facilitate management of top-up funding. Top-up funding, however, **must reflect a pupil's needs and the cost of the provision they receive in a particular setting**, and it is unlikely that an entirely standard approach without scope to reflect a pupil's needs would do this.

The most recent guidance document is published on the DFE [website](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/347665/Additional_Information_16-25_Highneedsfundingarrangements_Augustupdate.pdf)
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/347665/Additional_Information_16-25_Highneedsfundingarrangements_Augustupdate.pdf

Please note that all students will be expected to follow maths and English courses if they have not attained a GCSE grade A*-C. It is acknowledged by the Department for Education that there will be a very small number of students who are not able to

take a GCSE or a 'stepping stone' qualification, such as those with multiple and complex needs; however, there is no blanket exemption for high needs students or students with learning difficulties or disabilities. Those students not on a stepping stone qualification or GCSE course in these subjects will not generate future funding for the college.

Funded routes into employment using education funding

Supported internship programmes.

These provide a structured study programme tailored to the individual needs of the young person and designed to equip them with the skills they need for the workplace. This will include on-the-job training, backed by expert job coaches to support interns and employers, plus the chance to study for relevant qualifications where appropriate. The government ran a trial of supported internships as part of the special education needs and disability reforms; they are now included in the Children and Families Act 2014.

Supported internships can normally be funded in part or fully through the funding arrangements outlined above (subject to a LDA/EHCP). Project SEARCH is a highly successful version of a supported internship achieving 51.5 % full time employment success over three years.

The Government has produced guidance on non-statutory on supported internships. https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/316676/Supported_internships.pdf

Working Example

Project SEARCH is an employment focused one year course for students with disabilities in their final year of education. It is based within a large, prestigious business and each intern develops a range of internship opportunities lasting 10 weeks and includes intensive learning of work based skills.

Steph did her last internship in Sterile Services in the hospital where her Project SEARCH programme was based. There she learned to re-process surgical instruments including endoscopy equipment. Following her internship, Steph applied for the job and was interviewed successfully for the post of Assistant Technical Officer. She works 37.5 hours a week working shifts. Steph has been in this job for over 3 years and carries on learning new tasks and developing her career.

Youth Traineeships

These were introduced in 2013. They are open to young people who are:

- eligible to work in England
- unemployed and have little or no work experience
- aged 16 to 24 and qualified below Level 3

What is offered:

- help with English and maths (if needed)
- a work experience placement

These are usually not paid positions, but employers sometimes give expenses for things like travel and meals.

The EFA provides Traineeships for young people that last for up to 6 months. They are funded through a provider's existing funding allocation (i.e. there is no additional money in the system for them). The delivery of traineeships can be led by employers if they:

- are large employers already offering apprenticeships or ASB provision for young people, their Skills Funding Agency contracts can be varied to include Traineeships
- are working in partnership with an existing eligible education or training provider
- are working towards becoming an approved provider in their own right in future years

Colleges must have an Ofsted rating of 'Good' or 'Outstanding' to be able to offer a traineeship programme.

There is an online [service](https://www.findapprenticeship.service.gov.uk/traineeshipsearch) for finding Traineeships.

<https://www.findapprenticeship.service.gov.uk/traineeshipsearch>

Apprenticeships

All apprenticeships are funded through the Skills Funding Agency (SFA) even though funding for 16-18 olds originates in the EFA. To receive SFA funding, a provider would need to be on the UK register of learning providers and have a direct contract with SFA. If the young person has an education, health and care plan, the provider could then be named in the plan. Funding is dependent on the apprenticeship and sector as laid out in the apprenticeship framework. More information is given [here](#).

The Government has set ambitious targets for the number of apprenticeships with a target of an additional 3 million places during the course of this Parliament.

A young person aged 19-24 requiring significant levels of support would normally be expected to have an Education, Health and Care Plan (EHCP) provided by their local authority and therefore would access funding from their local authority to cover the additional learning support required. In addition, providers have a budget of up to £19,000 per year for additional learning support to cover any exceptional payments. Apprenticeships are always paid positions.

More information on the funding mechanisms can be found on page 91 of the [SFA funding rules](#). For advice and support, contact the National Apprenticeship Service on 0800 150 400 or email nationalhelpdesk@findanapprenticeship.sfa.bis.gov.uk

The **European Social Fund (ESF)** is intended to meet needs not covered by other forms of state funded education. These are local schemes devised to meet local needs and are strictly time limited. Programmes funded through this route usually are preparatory to other programmes funded through Apprenticeship funding or study programme funding (please see a self-employment case study on page 17).

Funding for individuals wishing to access education or training

There are further forms of funding available for individuals. In the case of care leavers and single mothers there is a right to receive a bursary of up to £1200 per year from the bursary Fund Scheme. This is administered by colleges and has replaced the Education Maintenance Allowance. The bursary can be paid in cash to set against expenses such as travel, or paid in the form of a travel pass or other personal payments. Where there is a case for other students because of disadvantage, discretionary bursaries can be paid. More information can be found at <http://www.careleavers.com/acessingeducation>

Working Example

The usual SEN funding stream is in place in order that a young person can access a special school or college place. However, it has been used effectively when young people are actually off-site during their internships. The school can agree with the local authority to have many additional places; in this way they have the full amount of funding for each of the interns to pay for the staff to support them. An example might be:

School A has places for 120 pupils. In 2013/14, six pupils will be at the local hospital as part of Project SEARCH with a teacher and job coach. The local authority agree that in 2013/14 the school numbers can be 126 so 120 pupils are educated **on-site** with the appropriate budget and six pupils are part of Project SEARCH. The budget for their school places can be used to fund the teacher and support in the hospital.

Funding for individual young people post supported internships and study programmes

A key issue for education programmes such as supported internships or other study programmes with work as a core aim, is support for learners after the course has ended. This may need to be funded for a limited period by the education provider (as a form of 'after-care' to ensure the effectiveness of the programme in supporting a positive destination). However, other sources of funding which may provide longer-term support include Personal Budgets and Department for Work and Pensions programmes.

3. Social Care and health funding – children and adults

The eligibility threshold for adults with care and support needs is set out in the Care and Support (Eligibility Criteria) Regulations 2014. The threshold is based on identifying how a person's needs affect their ability to achieve relevant outcomes, and how this impacts on their wellbeing. The national eligibility criteria set a minimum threshold for adult care and support needs and carer support needs which local authorities must meet. All local authorities must comply with this national threshold. Authorities can also decide to meet needs that are not deemed to be eligible if they choose to do so.

Social Care monies can be used to fund employment support. The allocation may vary locally according to budgets and to the points scored against employment outcomes in a local resource allocation system.

In both children's and adults' services, local authority social services budgets are currently the main source of funding used for personal budgets. However, there is now the possibility for young people to have a personal budget from education, health, and social care, providing they meet the criteria for each. A young person must have an education, health, and care plan to qualify for an education personal budget and continuing care (or CHC for adults) criteria apply for health personal budgets. In social care, the person (or their representative) is usually informed about an upfront allocation of funding on completion of a self assessment questionnaire, often calculated by using a resource allocation system (RAS). This enables them to plan their support arrangements through an agreed support plan, making clear what outcomes are to be achieved with the money.

Provided a young person meets the required eligibility criteria, adult social care monies can be used for:

Direct payments, personal budgets or individual budgets.

Direct payments are cash payments made to individuals in lieu of community care services they have been assessed as needing, and are intended to give young people greater choice in their care.

Personal budgets are an allocation of funding given to individuals after an assessment which should be sufficient to meet their assessed needs. Young people

can take their personal budget as a direct payment, leave councils with the responsibility to commission the services while still choosing how their care needs are met and by whom, or have some combination of the two.

An individual budget (IB) applies to an arrangement whereby a service user gains direct control over the application of funding allocated to them following an assessment process or processes, and where funding is sourced from a number of income streams held by local statutory bodies. The intention in bringing different funding streams together is to go beyond current direct payment arrangements, and provide a more holistic and joined up package of support.

- Local Authority strategically commissioned block contracts
- Local Authority spot contracts

This funding stream can be used for:

- Job coaches and enabling teams
- Assistive technology to enable someone to work
- Commissioning support for a person to be employable.

Key funding streams and issues to consider in the Social Care sector:

- Double funding – it is a fundamental principle underpinning the rules for public expenditure in the EU that no costs for the same activity can be funded twice from the EU budget.
- Volume 3 of the Children Act 1989 Guidance and Regulations provides guidance, primarily addressed to local authorities and their staff in England, about their functions under Part 3 of the Children Act 1989. Local authorities should use allowances like other ‘good’ parents to bridge the financial gap between local authority support and employment, education or benefit support. For example, by providing grants to young people between starting work and getting their first salary. On 1 October 2001 the Children (Leaving Care) Act 2000 came into place to give care leavers the support that they need to do well when living independently. In 2008, the Children and Young Person’s Act extended these rights. Care leavers now have more rights to a settled placement, to housing, to help with education and training and other things they may need, depending on how long they have been in care and how old they are.
- Under Aiming High for Disabled Children (2008-2011) there was a significant level of additional funding for both the expansion and inclusivity of short breaks and improvements to support for young people in transition to adulthood. Whilst the ring-fenced funding has come to an end, new statutory duties relating to short breaks were introduced in 2011 and a new funding arrangement called the Early Intervention Grant has been introduced.
- Since April 2011, local authorities have been under a duty to provide a range of short breaks services for disabled children, young people and their families.

The new short breaks duty requires local authorities to publish a short breaks statement that must detail the range of short breaks provision available, how provision **meets a range of needs**, how services can be accessed and what eligibility criteria apply. Most local authorities are using Early Intervention Grant money to fund the bulk of short breaks provision but are expected to fund other things such as childcare for vulnerable two year olds and children's centres from the same pot.

- Some councils also get funding from health and use their Carer's Grant to fund short breaks. Whatever the source of the funding, it could be used to develop employment opportunities such as Saturday jobs for young people. An example of how this has been done is Youth Supported Employment Programme. This has been evaluated² as part of Manchester's involvement in the Getting a Life programme that was the forerunner to the current Preparing for Adulthood support programme. The latter is associated with the special educational needs and disability (SEND) reforms that will be implemented in England from September 2014.
- Sadly, there appears to be an erosion of short breaks services as part of the austerity measures so it will be necessary to make a very good business case for the use of such monies for employment support for young people. However, short term measures to enable young people to have Saturday and holiday jobs are likely to pay dividends in the longer term.
- The SEND programme of reforms has brought new money into local authorities. This is mainly being used to ensure that the demanding schedule of conversions from LDAs and statements of special educational needs to EHCPs is met. The reforms also included a requirement to publish a Local Offer of all provision for those aged 0-25 who have special educational needs or a disability; a similar requirement about providing information and advice exists under the Care Act. Indirectly, through the inclusion of a positive account of the supported employment provision for young people in the Local Offer, it may be possible to support more young people into work.
- Supporting People monies support people with housing related needs with the aim of promoting independence. Different localities have different rules as to how Supporting People funds can be used for supported employment, but it should be possible to use this money to fund a support worker to help somebody get up in the morning to get to work on time.
- Within Part 1 of the Care Act there is duty to promote wellbeing including amongst other things: helping people to participate in work, education, training and recreation and supporting individuals to contribute to society. The Care

²

Stephen Beyer, Axel Kaehne, Andrea Meek and Claire Pimm
The Impact of The Youth Supported Employment Programme in Manchester: An Evaluation of an Employment Pathway for the Getting a Life Project.
[http://base-uk.org/sites/base-uk.org/files/knowledge/Youth%20Supported%20Employment%20Programme%20\(YSEP\)%20-%20an%20evaluation/ysep_qal_paper_mar2012.pdf](http://base-uk.org/sites/base-uk.org/files/knowledge/Youth%20Supported%20Employment%20Programme%20(YSEP)%20-%20an%20evaluation/ysep_qal_paper_mar2012.pdf)

Act has also facilitated a Better Care Fund³ to promote closer working between the NHS and Care and Support.

- In 2015/16 the Better Care Fund Fund will be created from £1.9bn of NHS funding and £1.9bn based on existing funding in 2014/15 that is allocated across the health and wider care system. This is made up of:
 - £130m Carers' Break funding
 - £300m CCG re-ablement funding
 - £354m capital funding (including £220m Disabled Facilities Grant)
 - £1.1bn existing transfer from health to adult social care

More information can be found here.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/270417/Factsheet_19_Better_Care_Fund.pdf

Two case studies using council social care funding

Paul was using his **Personal Budget** for daytime activities that were occupying his time but were having little impact on his desire to reduce dependence. He was also doing (supported) unpaid work and getting frustrated that he was not being paid like the rest of the staff.

A crisis situation prompted a review. As an experienced employment support provider, Progress was asked to attend and offer some advice.

In brief, the young man and his parents saw the value of having specialist employment support. They agreed that it would be better to have less hours support and more focused support to enable him to secure a real job and start to learn things like how to travel independently. Progress is currently concluding the discovery phase and moving into job search.

The situation is challenging: real work places very different demands on all stakeholders. The social work support has been excellent and accepting of our business case that to invest more now will save in the not too distant future.

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Jordan registered with Wiltshire Council's **Transition to Employment Team** (an in-house service funded by the Council) to look for full-time paid employment. After discussions with Jordan, his Transition Worker discovered that he has many interests and skills. Jordan explained that he wanted a job that was in a friendly environment completing practical and routine tasks.

Listening to Jordan's wishes his Transition Worker arranged an interview with an employer at a local food production factory where she had previous contacts. It was agreed that Jordan would visit the factory and undertake a working interview so he could practice the routine tasks that his employer would require. Jordan successfully completed his working interview and was offered a part time contract of 25 hours a week as a Factory Operative. He was doing well and by the end of his probation his hours had been increased to full time at 40 hours a week.

4. Department of Work and Pensions (DWP)

Access to Work (AtW)

Access to Work is a Government Scheme. It is designed to provide help to disabled people who have or are about to start a paid job and are experiencing disability-related challenges within work. It is provided where the employee requires support or adaptations beyond those “reasonable adjustments” which an employer is legally obliged to provide under the Equality Act 2010. It gives them and their employer support with extra costs which may arise because of their needs.

It can provide funding for equipment, travel, training, and job coaching for up to 26 weeks, a support worker, disability awareness training and a communicator at job interviews.

From October 2015 the scheme has provided awards up to a limit set at one and half times average salary – a limit of £40,800 per person at October 2015. This limit will be up-rated annually in line with average salaries. An offer of transitional protection will be made to all customers and their employers so that they have time “to adapt to the reduced award and explore alternative solutions”.

Other mechanisms for capping costs of support workers are being considered including a High-Value Awards /Support Worker Team to perform in-depth examination of high-value cases.

The Access to Work scheme was widened from December 2013 to cover:

- Supported internships and traineeships. Applications need to be made on a template that can be found by clicking on the following link which will take you to the guidance, a flow chart and referral form:
http://base-uk.org/sites/base-uk.org/files/knowledge/Supported%20Internships%20and%20Access%20to%20Work/access_to_work_guidance_-_revised_aug_15.pdf

Send completed applications to:

atwosu.London@dwp.gsi.gov.uk and put *supported internships* in the subject box

- Sector-based work academies (SBWA) – these offer pre-employment training and work placements in growth industries with a guaranteed job interview at the end of the placement. Participants will remain on benefits throughout the period of the SBWA and JobCentre Plus will pay any travel and childcare costs while they are on the work experience placement. There is no direct cost to an employer for SBWAs as the costs are covered by government funding.

- Self-Made Work Trials - young disabled people will be able to set up their own work trial with a local employer if there is a realistic prospect that they will be offered a job at the end of it.

In July 2015 the Government [announced](#) that it will set up a Hidden Impairments Specialist Team to support people with autism and other hidden impairments applying for Access to Work to get the right help from the scheme.

More information can be found on the Access to Work [website](#).

[Access to Work - GOV.UK](#)

and at

<https://www.gov.uk/government/news/access-to-work-extended-to-help-more-disabled-people-into-work>

Case studies using Access to Work

Mary was successful in getting a place on a Project SEARCH site. Following her first two weeks where a Job Coach analysed the work department and the skills needed for the internship, an application was made for job coaching support. This was successful and further applications were made for her following two internships. Following her final internship, Mary was offered a job within the department where she was working.

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John has a degree and a good job. He is 22 years old and was recently diagnosed with high-functioning autism. He was successful in getting Access to Work funding to pay for his employer and the key people in his team to have some specific disability training in relation to his autism and how this can affect his work. This then enabled his employer to make reasonable adjustments within the workplace which has made a significant difference to John. In addition, John got funding so that he could attend a post-diagnostic group near his work and he now has a Job Mentor whom he meets on a regular basis.

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Harry is 22 years old and finished attending a special school a number of years before. He spent most of his time at home. Harry used his personal budget to fund a job coach to support him to look at his skills and abilities and to apply and hopefully get a job. After 4 months and a working interview, Harry was successful in getting a permanent job of 24 hours a week. Access to Work funded his job coach to support him during his working interview and then to support him for 24 weeks when his job started. In addition he got Access to Work funding to pay for a travel buddy to support him to learn the bus route to work and to become confident in getting to work independently.

Work Choice

Work Choice provides disabled people who have more intensive support needs and who face more complex barriers to employment with a seamless service covering all stages of the journey into work. It is delivered through a network of private providers and has a modular approach and includes the following:

- Finding a job and preparing to enter work (Module One)
- Short to medium term in-work support or longer term in-work support (Modules Two and Three)
- Progression into open unsupported employment, where it is appropriate for the individual.

The primary referral route into Work Choice is through Jobcentre Plus Disability Employment Advisers.

The Department for Work and Pension's main contracts (Work Programme and Work Choice) will expire in 2017, and DWP will begin a re-tendering process in 2016

Work Trial

The purpose of a Work Trial is to overcome any remaining suitability doubts an employer and/or disadvantaged group customer may have following a formal interview for a vacant post. At the end of the recruitment process, it offers a chance to 'try before you buy' to both the customer and the employer. Trial duration is determined on a case by case basis. The initial period should only be for a few days and this can be reviewed and extended if necessary. In exceptional circumstances, trials can last up to a maximum of 30 working days (over no more than 6 calendar weeks). Disabled people taking part in a Work trial can apply for advice and support from Access to Work.

Work Trials will be arranged by a Jobcentre Plus Adviser.

More information can be found at: <https://www.gov.uk/moving-from-benefits-to-work/work-experience-and-volunteering>

Youth Contract

This is a Government-led work experience initiative that offers young people aged between 18 and 24 the opportunity of gaining experience of work, by participating in a work placement with a host employer. It will be particularly helpful to those who want to work but find the lack of experience a barrier.

Placements can last between 2 and 8 weeks. They will be hosted by employers in any sector, and will offer between 25 and 30 hours w per week hands on work experience. The participant will remain on their benefit throughout the placement. Funding is available to cover participant travel, childcare, replacement care and reasonable adjustments costs arising as a result.

More information can be found here <http://www.dwp.gov.uk/youth-contract/>

Work Programme

The Work Programme is for those people who are at risk of long-term unemployment. Jobcentre Plus will continue to support benefit claimants during the first months of their claim. Once referred, claimants remain on the Work Programme for two years or until the provider has claimed all available payments for the time the individual spends in employment. This gives providers time to invest in addressing claimants' long term challenges.

Everyone who receives Jobseeker's Allowance and Employment and Support Allowance (ESA) can access the Work Programme at a time that is right for them. The Work Programme provides support, training and work experience for up to 2 years to help people find and stay in work. It is delivered through a network of private providers.

More information can be found here:

<https://www.gov.uk/moving-from-benefits-to-work/job-search-programmes>

New Enterprise Allowance

For Jobcentre Plus customers thinking about becoming self-employed the New Enterprise Allowance (NEA) provides:

- A mentor who will offer expert guidance and support to help participants explore their business idea and prepare a business plan.
- Workshops offering practical advice on topics such as marketing and book-keeping.
- Practical help tailored to individual needs in the early months of trading, including a business mentor and support for writing a business plan.
- Financial support – a total package worth up to £2,274.

Disabled people enrolled in the NEA can now receive additional support through Access to Work to help pay for necessary specialised equipment, support workers and travel costs to get their business started. More information can be found [here](#).

Clearly, to qualify, the person must have a good business idea. Go to the Foundation for People with Learning Disabilities website for information on checking the feasibility of business ideas.

<http://www.learningdisabilities.org.uk/our-work/employment-education/in-business/>

Below is an example of European Social Funding leading to self employment.

Example of ESF monies leading to self employment

Rhythm Sticks is an enterprise developed by Gemma Brown offering fun and inspirational drumming workshops in Cornwall. Gemma travels throughout the county providing this therapeutic and rather lively service to day centres, short break services and schools. Supported by the employment service in Cornwall Council, one of the original *In Business* pilot sites, and with investment from ESF, she has managed to start her own business. She has support to complete all of the necessary paperwork and ESF has paid for insurance and publicity materials. She now receives Access to Work which funds a support worker to enable her to expand the business.

The Local Flexible Support Fund

This is a discretionary Fund held by Jobcentre Plus District Managers. The aim of the fund is to provide an opportunity to support delivery of locally identified customer needs, and help to address the requirements of the local labour market. The flexible support fund can be used to procure activities to enable claimants/ customers to either enter sustained employment or move closer to the labour market. It can be used to cover costs for goods and services that include:

- travel to interviews
- childcare
- tools
- clothing and uniforms to start work

This fund is discretionary, which means that there is no automatic right to receive support. The decision on how the flexible support fund will be made by the Jobcentre Plus District Manager, so activities may vary in each District.

Two examples of DEA support - Job Centre Plus

Matt is 21 years old and has hereditary Macular Dystrophy, a degenerative eye condition, diagnosed when Matt was 8 years old. It is not helped by wearing glasses. Matt is in receipt of Disability Living Allowance, Higher Rate mobility allowance and Lower Rate care. He lives in an area that has very poor transport links and very little employment. Matt was very keen to get back to work but aware of the problems he was going to encounter not only due to his disability but also because of where he lived.

His initial idea was to be a self employed dog groomer, so the DEA explored this idea by speaking to the Princes Trust, although they were not able to help. Matt also contacted Modern Eyes but they were not able to offer the support Matt needed. We spoke to Access to Work who were able to help as Matt was not able to use public transport. He had previously done a dog grooming course at College and had most of the necessary equipment. Matt got some business cards printed up but unfortunately there were no takers. He was very disappointed that this had not taken off but in the small place he lived we always knew it would be a challenge. After trying a number of different areas, a job came up at some Laboratories where Matt had worked before. He started immediately as his clearance from the last time he worked there was still valid.

He went to see the DEA to sign off. The DEA did a better off in work calculation and Matt was £237.77 per week better off and he was thrilled to think he would be so much better off.

Keith was a 21 year old customer referred to DEA having first signed on for Job Seekers Allowance. He had completed 3 years in further full time education. Keith has speech and language problems and had been assessed as having dyslexia. He also has problems with concentration and memory.

The first meeting between Keith and the DEA involved fact finding on both sides and it soon became clear that a further updated assessment of his capabilities was relevant; especially in light of issues with dyslexia, speech, memory and concentration.

A very detailed and useful assessment report was prepared and then the DEA referred him onto the Work Choice programme via PLUS as it was clear that Keith has additional support needs requiring this type of input. The DEA did a further follow up appointment to ensure that he had started Work Choice and did some examples of 'better off in work' calculations that he could show to PLUS. Subsequently, Keith started a short work trial with B&M-a new retailer in the City Centre. He started work on a full time basis within approx 5 months of first seeing the DEA.

5. Business Sponsorship

Companygiving.org.uk is an excellent tool for researching potential corporate partnerships, especially when narrowing down by causes supported and location.

The DM Thomas Foundation for Young People (Formerly Hilton in the Community)

The Foundation believes that disadvantaged young people deserve the chance to turn their lives around and to enjoy the benefits of paid employment whilst proving themselves in the workplace.

Alongside their comprehensive grant-making programme and using their contacts in the hospitality industry and charity sector, they support employment schemes and placements which build or rebuild confidence, develop skills and experience while contributing to society.

Working example of business sponsorship

Norse Group

Norse has a number of **placement programmes** where they offer employment opportunities to organisations trying to help people back to work. They try to turn a number of these placements into permanent work, which makes a real difference to people who struggle with finding employment. They have also set up a joint venture with Meridian East to help find meaningful work for its clients and are involved with Project SEARCH in Norfolk.

6. Charitable Sources

There are a number of good charitable search portals for funding. These include:

- <http://www.grantfinder.co.uk/>
- <http://www.grantsonline.org.uk/>

Most areas have a local organisation that is able to support them to look for charitable sources of funding. Below are some funders with current or ongoing opportunities:

Funding to Enable Disadvantaged Young People Reach their Potential (UK)

The Ironmongers' Company wishes to support projects that provide opportunities for disadvantaged children and young people to fulfil their potential.

Registered charities that work with disadvantaged children under the age of 25 can apply for funding of up to £10,000 through the Ironmongers Company's grants programme. In particular the company wants to support projects that provide opportunities for disadvantaged children and young people to fulfil their potential and educational activities that develop learning, motivation, and skills. They have a rolling programme of funding opportunities.

http://www.ironmongers.org/charity_organisations.htm

Big Lottery Fund - Talent Match

This programme aims to support 18 - 24 year olds who have been out of work, education or training over 12 months. There are 21 target areas and contact information for each partnership lead – see the website:

<http://www.biglotteryfund.org.uk/global-content/programmes/england/talent-match>

Buttle UK: Access to the Future Programme

The charity has announced that its Access to the Future Programme is open for applications. Through the programme financial assistance is available to young people who face multiple barriers to attainment by funding bespoke packages of support put together by themselves and their support worker.

Grants of up to £3,000 can be awarded per individual. This could include funding for training courses, activities, residential courses, private tuition, clothing, licences, equipment, business start up costs, or anything which removes (or helps remove) a barrier that stands in the way of the applicant returning to employment, education or training (EET).

Applications need to be submitted by support professionals working for a suitable referral agency but can be made at any time.

<http://www.buttleuk.org/pages/grant-programmes-access-to-the-future-programme-47.html>

Awards for All England

This is a quick and easy way to get small Lottery grants of between £300 and £10,000. They fund projects, which address the issues, needs and aspirations of local communities and people including a wide range of community projects aimed at developing skills, improving health, revitalising the local environment, and enabling people to become more active citizens.

You can apply to **Awards for All England** if you are a community group, not for profit group, parish or town council, health body, or school. You do not need to be a registered charity to apply.

<http://www.biglotteryfund.org.uk/global-content/programmes/england/awards-for-all-england>

UK Community Foundations are the managing agent for Comic Relief.

There is a programme, which during this two-year cycle, represents an investment of almost £8 million in community projects identified by Community Foundations which are supporting some of the poorest and most disadvantaged people in the UK. There are Local Communities (grants of £1000 to £10,000 a year). Currently open for applications. Please check with your local Community Foundation to find out when their deadline is - there will be periods when the grant round temporarily closes. The grants managed by community foundations range in size from £500 to the £30,000 grants allocated to cities across the UK.

http://ukcommunityfoundations.org/programmes/comic_relief/

Example of charitable funding

CSV's pioneering Vocal Project received a £420,000 boost from the Big Lottery Fund for three years to support 120 adults with a learning disability in Norfolk to volunteer, gain employment and access training. This three year grant gives personalised support to adults with learning disabilities and provides the opportunity to include supported employment in partnership with other agencies locally.

Trust for London

This is a charitable organisation that exists to reduce poverty and inequality in London by funding the voluntary and community sector as well as by using their own expertise to support work that tackles poverty and its root causes. They support work providing greater insights into the root causes of London's social problems and how they can be overcome; activities which help people improve their lives; and work

empowering Londoners to influence and change policy, practice, and public attitudes. Employment is one of their five priority areas. Annually they provide around £7million in grants.

<http://www.trustforlondon.org.uk/grants/>

City Bridge Trust

City Bridge Trust is the grant-making arm of Bridge House Estates. It was established to make use of funds surplus to bridge requirements and provides grants totalling around £15m per year towards charitable activity benefiting Greater London. The Trust makes awards to organisations helping young people move into employment amongst many others.

<http://www.citybridgetrust.org.uk/CBT/AboutUs/>

The Mercers' Company – General Welfare Programme (London)

The Mercers' company has a number of grant opportunities and the closing date for the next grant round is the 16th October. Funding is available for grassroots and front-line charities that work within the M25 corridor to improve the lives of disadvantaged and marginalised people.

<http://31.222.182.92/general-welfare>

Gregg Foundation Major Grants Programme (North East)

A local 'Not for Profit' organisation with a turnover of less than £300,000 per year can apply for grants of up to £15,000 per year for up to three years through the Gregg Foundation Major grants programme. The purpose of the programme is to tackle social deprivation.

<http://www.greggsfoundation.org.uk/>

Example of using charitable funding

Hammersmith & Fulham Action on Disability is an independent organisation promoting equality for disabled people. It provides high quality services and campaigns to remove artificial barriers to develop opportunity, choice and independence. In 2012, it received two years of funding for £60,000 from the Trust for London to support Job Coaching and Job Development specifically relating to a Project SEARCH site in London. In 2014, a further £50k was awarded for the second phase of Project SEARCH

GlaxoSmithKline IMPACT Awards (UK)

GlaxoSmithKline IMPACT Awards are open to applications from UK registered charities with a total annual income between £25,000 and £2 million and that have existed for a minimum of three years. The awards are an annual scheme that

recognises and rewards small to medium sized charities that are doing excellent work to improve people's health. Up to ten winners receive £30,000 plus the overall winner receives an extra £10,000. In addition up to ten runners up receive £3,000 and Award winners also receive free training valued at £4,000.

http://www.kingsfund.org.uk/current_projects/gsk_impact_awards/

The Weavers Foundation

The foundation support projects working with disadvantaged young people to ensure they are given every possible chance to meet their potential and to participate fully in society. They normally define young people as being aged from 5 to 30 years.

To be eligible for funding, local organisations such as those working in a village, estate or small town should normally have an income of less than about £100,000. Those working across the UK should normally have an income of not more than about £250,000.

<http://www.weavers.org.uk/charitable-grants/grant-application-guidelines>

Funding for new enterprises

Inspiring Youth Enterprise Programme (UK)

The Royal Bank of Scotland Inspiring Youth Enterprise programme is currently closed to new applications but it is worth keeping an eye on the website for the programme to open again.

The programme supports constituted groups in the UK including voluntary and community groups, charities and social enterprises that help young people start their own business. The maximum grant that can be applied for is £50,000 and they are usually open to applications twice a year for the annual funding pot of £500,000

<http://www.inspiringenterprise.rbs.com/inspiring-youth>

The Fredericks Foundation

This charitable foundation provides small loans to help people start or grow their business when they can't access traditional funding. Their loans come with the offer of a free business mentor.

<http://www.fredericksfoundation.org/>

Google Impact Challenge for People with Disabilities (UK / Worldwide)

Google has launched an Impact Challenge to help people with disabilities. \$20 million is available worldwide to not-for-profit organisations using emerging technologies to help create a more accessible world for people with disabilities.

Google is looking for new technologies (or existing technologies used in a new way) that can benefit a large number of people. Projects already supported include 3D-printed prosthetic limbs, eye-controlled communication software, and remote hearing diagnostics. The funding is available to not-for-profit organisations and public charities from any country. The applicant organisation must hold valid and current charity status as determined by the legislation of their country of incorporation.

<https://get.google.com/disabilitiesimpactchallenge/open-call.html#eligibility>

Microsoft: Britain Works Initiative

New Programme to Help UK Charities Support People into Employment (UK)
Microsoft has announced the launch of Britain Works Initiative, and NGO programme which provides resources and connects UK registered charities working in the employability arena. This initiative is aimed at helping 500,000 people into employment by giving them access to vital IT skills over the next 3 years. By becoming a Britain Works NGO Programme Partner charities will be able to access resources, software, training curriculum and dedicated events and webinars. UK registered charities with an employability programme or who are looking to set up an employability programme in 2010 can register to join the Britain Works NGO Programme free of charge. To register your interest, please email britwork@microsoft.com; applications can be submitted at any time.

The Prince's Trust

The trust can offer [start up business finance](#) for young people aged 18-30 who are in education and who decide to start up in business. It can provide low interest loans of up to £4,000 for a sole trader and £5000 for a partnership - some people may be eligible for business grants too.

Please note this guide has been produced in good faith on a voluntary basis on behalf of the South West Employment Institute. Please be aware that SWEI cannot be held responsible if changes to the funding policies of any of the organisations cited render the information out of date.

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| | |
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