

National Jobs Guarantee Scheme Q&A

This document sets out an initial set of questions and answers for the national rollout of the Jobs Guarantee. It should be read alongside the Grant Guidance and draft Grant Funding Agreement, as well as the application documents and guidance. Additional questions will be responded to over the course of the grant application window.

Requirements for Delivery Partners

If I bid for Phase One can I bid to deliver now?

DWP welcomes bids from all organisations, regardless of if they were successful in the Phase One selection process or not. This is a new grant and so there is no link between applications in Phase one and applications for this grant.

Do we need to deliver across the full area - we can only deliver in parts of the area?

Delivery Partners are required to deliver the grant across the whole delivery area, though can work with other organisations to deliver part of the grant funded activities or in some of the delivery area. This means they must accept referrals from all Jobcentre Plus sites in that area and be capable of providing jobs and support across the whole area. If you can only deliver in part of the area you may want to consider partnering with a lead Delivery Partner to support their bid.

How many areas can we apply in?

Applicants are permitted to apply in as many of the 25 delivery areas as they wish, however, each delivery area requires a unique application outlining the understanding of and alignment with the specific delivery area. No organisation will be awarded in more than 4 delivery areas.

Can we be a delivery partner and an employer?

Yes, Delivery Partners are permitted to directly employ young people on the scheme, provided they meet all other requirements for employment on the scheme. This cannot come at the expense of the requirement for Delivery Partners to provide an open, fair and transparent process for employers to access and participate in the scheme.

Can we bid as part of a group/consortium?

Yes, DWP welcomes partnership bids to deliver the Jobs Guarantee. However, all partnership bids must have a lead Delivery Partner who is ultimately responsible for delivery of the scheme and holds the Grant.

Do we need evidence that employers have already offered jobs to bid?

No, however, where existing partnerships with employers are in place or employers have made commitments to provide jobs, details can be provided in your application.

Funding

Will payments be made based on results?

Funding will not be based on results.

Are we allowed to make a profit?

No, as the Jobs Guarantee is a grant, Delivery Partners are not permitted to make a profit from delivery of the Jobs Guarantee. Eligible and ineligible expenditure is set out in the draft Grant Funding Agreement.

Can funding be used for irrecoverable VAT?

Yes, where input VAT is not recoverable from HMRC it can be included in Delivery Partner costs. Eligible and ineligible expenditure is set out in the draft Grant Funding Agreement.

Can funding be used for corporate overheads?

Yes, a proportion of Delivery Partner funding can be used to contribute to corporate overheads. Eligible and ineligible expenditure is set out in the draft Grant Funding Agreement.

Delivering the scheme

How will referrals be made to the scheme?

Referrals will be made to Delivery Partners from DWP via Jobcentre Plus. This is the only permitted referral route and referrals cannot be taken from anywhere else.

How many referrals should be expected over the grant period?

The expected referral volumes across the referral period for each of the 25 areas are included in the Grant Guidance.

How should we map referrals over the grant period?

Applicants will need to provide an indicative referral profile in their Grant Cost Register. This should include a reasonable mobilisation period followed by a monthly steady state, with the final job start being by 1 May 2028. This referral profile should total to the number of referrals for the delivery area being applied for.

What happens if a participant can't be matched to a job?

We expect the majority of participants to be matched to a job within 4 weeks of referral. In some cases, this may not be possible due to their barriers to employment. DWP will review any case where a participant has not been started a job within 8 weeks, working with Delivery Partners to understand the reason for this.

What happens if a participant disengages from the scheme?

Delivery Partners must provide support to the participant to re-engage them with the scheme and notify DWP of disengagement. If disengagement continues, the participant may leave and return to DWP, with additional referrals made to maintain volumes.

What proportion of those referred do you expect to start in a job?

As the Jobs Guarantee is a guarantee, Delivery Partners are expected to support a high proportion of participants into jobs on the scheme. Delivery Partners may set out, in their application, an assumption of the proportion of referrals that they expect will not result in a job start. Where participants do not start a job (for example due to non-engagement) or otherwise leave the scheme, replacement referrals will be provided by DWP.

Will young people be mandated to the scheme?

Yes, participation in the scheme is mandatory for all areas of GB for those DWP identify as eligible and suitable.

How work ready will the young people be?

Participants will have a range of needs, with some being more work ready than others, and they will have received a range of DWP support over the last 18 months to help prepare them for work. Delivery Partners will need to design support to address the range of barriers of this group. More details are included in the Grant Guidance.

Can we reject referrals if the needs are too high?

Delivery Partners are expected to support all participants who are referred to the scheme. Referrals can only be cancelled where individuals have been incorrectly referred or are no longer eligible, for example, where a young person secures a job between being referred and starting on the scheme.

Employers

What requirements are there for employers to participate in the scheme?

Employers must meet the requirements outlined in the employer declaration. They must also receive no more than £25m in combined funding from the Jobs Guarantee and Youth Jobs Grant over any three financial years. Employers may take on a number of Jobs Guarantee participants depending on their size. This ratio is available in the Grant Guidance.

What requirements are there for Jobs on the Scheme?

The requirements for jobs are set out in the Grant Guidance and draft Grant Funding Agreement. Jobs created through the scheme must not displace existing workers, must be genuine paid employment with associated employment rights and must not require substantial classroom-based training to take up, except in the case of apprenticeships.

Can participants fill an existing vacancy?

Yes. Jobs under the scheme can be new jobs or existing roles, either created specifically for the scheme or an existing vacancy. The job must still meet all the requirements of the scheme including not displacing an existing employee.

When will employers be paid for wages?

Employers will be paid for wages monthly in arrears. Following validation DWP will provide the funds to Delivery Partners who will pass this onto employers.

What evidence are Delivery Partners required to collect from employers for wage payments?

Employers are required to submit wage slips as evidence to Delivery Partners. Delivery Partners may be required to submit evidence to DWP to support payments.

Can apprenticeships be offered on the scheme?

Yes, apprenticeships may be offered where participants are ready and the role is suitable. An apprenticeship may not be appropriate for all participants and Delivery Partners should assess suitability on a case-by-case basis.

Funding will be provided in line with the Jobs Guarantee offer (25 hours per week at the apprenticeship minimum wage for up to six months).