

## National Jobs Guarantee Scheme Q&A

This document sets out a 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. A date is provided for when a response is provided for a question, with new questions and answers marked, '**NEW**'.

### **For applicants' awareness**

**Applications duplicating:** An issue has been identified that where multiple applications have been started for several different areas then the Find a Grant system will duplicate an organisations most recent application details (specifically the funding applied for, and the area applied for) across all applications. This has been reported to the Find a Grant team, who are currently working to resolve it. (Answered on 18/06/26)

**Grant Cost Register amendment:** We have been made aware of the following issues with the Grant Cost Register:

- *Indirect Staff Profile Tab - The total in cell AP144 does not include Month 0 (column D). This creates an error on the 5. Cost Profile tab in cell A19 as that is including Month 0.*
- *Cost Profile Tab - The check in cell A52 for Subcontractor costs is not including Month 0 from the Subcontractor Profile tab. This creates an error if you have any Subcontractor costs in Month 0.*
- *Cost Profile Tab - The formula in Cell AV52 for Total Subcontractor costs is looking at Year 1 rather than Year 0.*
- *Cost Profile Tab - The Total formula is missing for cells AW44:AY44 and AW47:AY48.*

These have been rectified and a new version of the Grant Cost Register was uploaded onto the Find a Grant system midday on Friday 12 June. If an Organisation downloaded the Grant Cost Register prior to this update, please download the new version from Find a Grant. (Answered on 18/06/26)

**NEW We have had requests around how organisations can connect with other potential delivery partners and to be part of consortium/ partnership bids.**

Both ERSA and Movement to Work are supporting organisations to form partnerships and consortia for delivery of the Jobs Guarantee across the 25 Delivery Areas.

ERSA has created a survey to help organisations connect with potential partners. Information submitted will be shared within the ERSA members' area to support collaboration. Organisations interested in participating can complete the survey via the provided [link](#) and direct any queries to [youthpolicy@ersa.org.uk](mailto:youthpolicy@ersa.org.uk).

Movement to Work has developed a short Expression of Interest (EOI) form to capture key details from organisations interested in consortium bidding for Phase 2. This process enables them to match organisations with shared geographic interests and facilitate introductions where appropriate. Organisations are encouraged to complete the form, after which Movement to Work will coordinate connections and provide updates on engagement. [Expression of interest in Jobs Guarantee consortium bidding – Fill out form](#) (Updated on 26/06/26)

## **1. Application and process**

### **1.1. Do I need to answer all the questions within the specific area on the application for each section or can I upload additional documents for each?**

All questions should be answered via the Find a Grant application form and within the specified word count. Please note the blank application form provided is intended to support applications, allowing applicants to review questions 'offline'. This should not be submitted separately. The only item which should be uploaded as an attachment to the application on Find a Grant is the Grant Cost Register. (Answered on 18/06/26)

### **1.2. Does the admin vs wraparound split in the Grant Cost Register affect funding?**

There is no required percentage split between admin and wraparound costs. This information will help DWP understand how funding will be used (e.g. participant support vs administration). Funding spent directly supporting the participant, including the costs associated with sourcing and matching to jobs, should be included in wrap around, while costs associated with the management of the grant should be included in administration. We would expect the following cost headings in the Grant Cost Register to align with each category:

- Wraparound: Participant Costs, Subcontractor Costs,
- Administration: Accommodation Costs, ISIT Costs, Other Operating Costs, Consultancy Costs, Corporate Overheads.

Staff costs should be assigned to the relevant category depending on the role the staff are performing, e.g. staff delivering wrap around support would be assigned to Wraparound. (Answered on 18/06/26)

### **1.3. The Grant Cost Register volumes tab requires the volume profile to match the estimated referral volumes as per Appendix 1. Are applicants to base the cost profile on the estimated referral volumes only?**

Applicants should base their cost profile on the estimated referral volumes set out in Appendix 1 and reflected in the Volumes tab of the Grant Cost Register. The total volume for each Delivery Area is fixed. Applicants should determine how these volumes are phased across the delivery period in their Grant Cost Register. (Answered on 18/06/26)

**NEW 1.4. Will the commissioner confirm that the estimated demand, and the indicative minimum and maximum bid thresholds, as detailed in Appendix 1**

**Application Form Instructions, are for the 2 year contract only and excluding any potential extension (the Grant Cost Register Tabs 2-6 has dates up to and including October 2029). If this is the case, should we leave Year 3 blank, or could the commissioner provide Year 3 estimates please?**

We are seeking bids at this point to deliver for the proposed grant funding term of November 2026 to March 2029 as set out in the Grant Funding Agreement. Grant bids should not set out costs for any potential extension.

The later periods in the Grant Cost Register (including Year 3) are intended to support payment, reconciliation and wind-down activity, rather than additional referral volumes, and should be completed on that basis. **(Answered on 26/06/26)**

**1.5. When responding to the value for money question, should applicants explain the cost split for each subcontractor individually, or provide a single overall breakdown covering both the lead partner and any subcontractors?**

Applicants should provide a single overall breakdown covering both the lead and any subcontractors. However, the response should explain clearly how costs are split across delivery (e.g. management, administration, employer engagement, participant support and overheads), including the contribution of any subcontractors.

Where subcontractors deliver a material proportion of the service (for example, above 5%), applicants should provide additional detail to explain their role and associated costs. **(Answered on 18/06/26)**

**1.6. Are there any considerations given to participants who disengage, fail to attend after being referred or who drop out early that need to be reflected in the Grant Cost Register and or delivery profile? i.e. applicants to assume the estimated referral demand will be met to meet the total grant application value being submitted.**

Applicants are not required to make separate adjustments in the Grant Cost Register for disengagement, non-attendance or early drop-out. The Grant Cost Register should be based on the estimated referral volumes provided. Applicants may reflect assumptions about disengagement within their delivery approach and supporting explanation, for example outlining an assumed attrition rate, but this should not alter the overall volumes used for costing.

Where participants disengage from the scheme, and delivery partners are unable to reengage them, then DWP will work with the Delivery Partner to agree additional referrals to backfill any spare capacity as per section 2.5 of the Grant Guidance. **(Answered on 18/06/26)**

**1.7. The guidance states that “The Application with lowest Unit Price for that Delivery Area will be awarded a Final Price Score of 10.” Where several delivery providers have the same lowest Unit Price for that Delivery Area, will they each receive be awarded a Final Price Score of 10?**

Yes, all organisations will be scored independently of others depending on the unit cost that they submit and multiple organisations can receive the Final Price Score of 10. **(Answered on 18/06/26)**

**1.8. In the application form - Q8.3 - it asks that we provide 'an outline of the customer journey for Participants in your delivery area (referencing schedule 4 of the GFA) (We advise applicants cover this bullet separately in 250 words)'. Is this 250 words in addition to the 1000 word limit, or should it be included within the 1000 words?**

The total word limit for this question is 1000 words, and the suggested 250 words is included in this limit. (Answered on 18/06/26)

**1.9. "Where an organisation fails against this combined requirement, DWP will award to an Delivery Area, in line with the Tiebreaker and Multiple Awards..." - Can the commissioner expand on this; it looks like a word is missing between "an" and "Delivery Area?"**

We note the mistake in the section outlined above. This should read "Where an organisation fails against this combined requirement, DWP will award in line with the Tiebreaker and Multiple Awards..." (Answered on 18/06/26)

**NEW 1.10. When uploading Jobs Guarantee Pilot submission, the portal removed hyphens from some of the text, resulting in questions being over word count limit. Can you confirm if this has been changed for Phase 2 submission?**

We haven't seen this issue more widely, but it may be due to how text is copied from programmes like MS Word, which can encode hyphens differently. As the portal uses GOV.UK components, we can't confirm a specific fix for Phase 2.

We suggest either retyping hyphens directly in the form or pasting via an intermediary (e.g. Google Docs or email) before submission. If the issue persists, please let us know via our team inbox [dpw.jobguaranteeteam@DWP.GOV.UK](mailto:dpw.jobguaranteeteam@DWP.GOV.UK) and we'll look into it further. (Answered on 26/06/26)

**NEW 1.11. Once Part A 'Section 1 – Eligibility' and 'Section 2 – Required Checks' have been completed; the portal requires us to 'confirm and submit' these sections in order to proceed to Section 3. Could the Commissioner please confirm whether it is possible to revisit and amend responses in Part A, Sections 1 and 2 at a later date after selecting 'confirm and submit'?**

Yes. Applicants are able to return to Part A, Sections 1 and 2 and amend their responses after selecting 'confirm and submit', at any point up to the final submission of the application. (Answered on 26/06/26)

**NEW 1.12. Can the commissioner please consider an extension to the bid submission date of 13th July, to reflect the increase in number of questions and content required compared to the Pilot submission?**

We will not be extending the deadline, or amending any word counts within the application form. This is to ensure fairness across all applications including those that have already been submitted. (Answered on 26/06/26)

**NEW 1.13. The Find a Grant portal organisational details section includes an optional question about confirming supply chain organisation details. As part**

**of this, applicants are asked to confirm they have ‘obtained appropriate consent’. Please can the Authority clarify whether there are any evidence requirements or specific information needed to fulfil this part of the question? Or is it sufficient for applicants to state that confirmation and consent have been obtained?**

Applicants are not required to submit evidence of consent at the application stage. A self-certification that appropriate consent has been obtained is sufficient. Evidence may be requested at a later stage, for example as part of due diligence or audit activity. **(Answered on 26/06/26)**

## **2. Delivery Partners requirements and funding**

### **2.1. 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. **(Answered on 18/06/26)**

### **2.2. 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 separate lead Delivery Partner to support their bid. **(Answered on 18/06/26)**

### **2.3. What will my main responsibilities as a Delivery Partner be?**

Full detail of what Delivery Partners are expected to provide can be found in supporting documents available on Find a Grant. Delivery Partners will be required to use their expertise to provide ongoing support to young people as well as bring their experience of the local labour market to source suitable jobs and match young people to roles. An overview of the Delivery Partner role is provided at Section 2.4 of the Grant Guidance. **(Answered on 18/06/26)**

### **2.4. 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. **(Answered on 18/06/26)**

### **2.5. 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 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.

**2.6. 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.

**2.7. Is there a limit to how many subcontractors I can use, and can subcontractors work with another Delivery Partner?**

There is no limit on the number of subcontractors that may be used, but Delivery Partners remain responsible for delivery and compliance. A subcontractor may work across multiple Delivery areas and with multiple Delivery Partners. (Answered on 18/06/26)

**2.8. 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 these details can be provided in your application. (Answered on 18/06/26)

**2.9. Can a Delivery Partner use an acceptable online booking tool instead of phone calls for receiving the referrals?**

Delivery Partners will need to provide a mechanism for these appointments to be booked via phone call with availability to receive calls Monday – Friday, 09:00-17:00. Where Delivery Partners are able to provide an acceptable online booking tool, it can be phased into live running following the necessary approval being achieved. Further detail of the referral process can be found in the supporting documents on Find a Grant, specific section 5.2 of the Grant Guidance. (Answered on 18/06/26)

**2.10. What system will be used to deliver the scheme (e.g. PRaP)?**

PRaP is not currently being used. The scheme will initially rely on principally clerical processes, including telephone referrals, while digital processes are developed. More details on the processes case be found in the Grant Guidance. (Answered on 18/06/26)

**NEW 2.11. Where can an overview of the Delivery Partner role be found?**

An overview of the Delivery Partner role is provided at Section 2.4 of the Grant Guidance. (Answered on 26/06/26).

**NEW 2.12. Are there requirements to include local providers in delivery?**

There are no requirements to include local providers in delivery. However, applicants should use 9.1, 9.2 and 9.3 of the application form to outline how their local experience, relationships, networks and how they will align with existing employment support provision in the delivery area they apply for. (Answered on 26/06/26).

**NEW 2.13. Can participants access Adult Skills Funding (ASF) alongside Jobs Guarantee support?**

Participants cannot access Adult Skills Funding (ASF) whilst on the Jobs Guarantee. The Jobs Guarantee is designed to support young people into work. As set out in the Guidance, jobs must not involve significant classroom-based or online training beyond what would normally be expected in a job. Adult Skills Funding primarily supports classroom-based training and does not align with the scheme. An exception

is apprenticeships, where the Jobs Guarantee can fund wages while formal training is funded separately. **(Answered on 26/06/26).**

**NEW 2.14. Can the commissioner confirm that it is acceptable for providers to include the use of volunteers within their delivery?**

Yes, this is acceptable, provided this complies with the requirements set out in the Grant Funding Agreement. Delivery Partners have flexibility in how they organise delivery, including how they staff roles within their delivery plan.

Any delivery model, including the use of volunteers, must comply with the requirements set out in the Grant Funding Agreement and Grant Guidance. **(Answered on 26/06/26).**

**NEW 2.15. Will Jobcentre Plus act as a delivery provider?**

Jobcentre Plus will not act as a delivery partner. Instead, Work Coaches in JobCentres will identify eligible and suitable individuals and refer them to Delivery Partners, who are responsible for delivering the scheme and matching participants to suitable jobs. **(Answered on 26/06/26).**

**NEW 2.16. Why are some regions not split further?**

Delivery areas have been designed to align with existing local government boundaries and reflect local labour markets, while balancing referral volumes to ensure areas offer a viable delivery offer. This approach supports delivery across each area and enables a range of organisations to bid to deliver the scheme, while still allowing Delivery Partners to tailor support to local needs within their area. **(Answered on 26/06/26).**

**NEW 2.17. Can I include details of overheads in my application?**

Yes. As set out in Schedule 6 of the draft Grant Funding Agreement, Delivery Partner corporate overheads incurred through delivering the Funded Activities may also be claimed subject to pre-approve by DWP.

Further details on eligible and ineligible expenditure can be found in Schedule 6 of the draft Grant Funding Agreement. **(Answered on 26/06/26).**

**NEW 2.18. Will DWP guarantee volumes and pay costs if volumes are lower?**

DWP does not guarantee volumes across any of its schemes. However, where necessary we will take steps to introduce additional volume of participants into the scheme to achieve agreed referral volumes. We are working closely with Phase One Delivery Partners on how we can do this effectively where required.

Under the terms of the Grant Funding Agreement, Delivery Partners will be paid for their grant recipient costs in arrears for actual costs incurred. If these costs are fixed, irrespective of volume, then we would expect this to be paid. Where costs are variable with the number of participants, these would be dependent on participants being on the scheme and therefore only paid if incurred. **(Answered on 26/06/26).**

**NEW 2.19. What if there are underspends / overspends on individual cost lines compared to our Grant Cost Register?**

Delivery Partner Grant Funding is paid based on actual quarterly spend, supported by evidence of costs incurred. This is with the exception of any mobilisation payment

requested, which will be paid based on the evidence provided in the Grant Cost Register and shortly after the signing of the Grant Funding Agreement.

Any movement between cost lines or increases in quarterly spend against the Grant Cost Register submitted in the application, will be agreed through DWP's monitoring and review processes. **(Answered on 26/06/26)**

**NEW 2.20. Are all costs paid in arrears?**

In general, costs under this grant are paid in arrears. That includes Delivery Partner costs - referred to as Grant Recipient Costs in the draft Grant Funding Agreement – and employer costs.

However, as set out in the supporting documentation, where Delivery Partners require a level of advance funding they can apply for the mobilisation payment of up to 10% of the first years grant value. Section 4.4 of the Grant Guidance outlines:

'Delivery Partners can include in their Grant Cost Register an application for a mobilisation payment of up to 10% of the first year's grant value. This would be processed on signature of the Grant Funding Agreement and paid within 10 days thereafter to support with mobilisation. Any mobilisation payment taken by the Delivery Partner will reduce the grant payments for the following four quarters (the first year) proportionate to the value of the mobilisation payment. Delivery Partners will need to set out in their grant cost register, in month zero, the level of mobilisation payment required and, if any, what the money will be used for. This advance payment should be reflected in lower payments in the first four quarterly payments.'

**(Answered on 26/06/26)**

**3. Funding**

**3.1. Will payments be made based on results?**

As this is a grant, funding will not be based on results. **(Answered on 18/06/26)**

**3.2. 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. **(Answered on 18/06/26)**

**3.3. Can subcontractors make a profit?**

Yes, subcontractors may make a profit, but the lead Delivery Partner must state in their application how their delivery model will achieve value for money and ensure all compliance requirements are met. **(Answered on 18/06/26)**

**3.4. 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. **(Answered on 18/06/26)**

**3.5. How is consortium turnover assessed?**

Turnover requirements are assessed against the lead organisation only. **(Answered on 18/06/26)**

### **3.6. Can small organisations apply, and how can they join consortium bids?**

Small organisations can apply if they meet the eligibility requirements for the scheme. Where organisations are not large enough, you may want to consider bidding in partnership or as a part of a consortium with larger providers. Consortium bids are welcome and may be more suitable for smaller organisations. Each consortium must have a designated lead Delivery Partner which can meet the Jobs Guarantee eligibility criteria.

### **3.7. Why is funding set at £2,150–£2,650 per participant and is there an expectation to bid below the minimum?**

This is a flexible funding range and DWP expects bidders to bid within this range. Bids are assessed primarily on quality rather than cost, and there is no competitive advantage to bidding below the minimum level, further details can be found in the National Jobs Guarantee Grant Guidance and National Jobs Guarantee Application Guidance. (Answered on 18/06/26)

### **3.8 What happens if employment is not sustained by the Young Person, will there be clawbacks?**

DWP does not expect to recover genuine costs incurred by delivery partners or employers which is spent in line with the grant funding agreement. This is a grant funded programme and not a services contract and as such DWP requires the rights set out in clause 27 of the GFA to ensure that remedies are available and which enables it to effectively manage this grant and protect public money. (Answered on 18/06/26)

### **NEW 3.9. 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. (Answered on 26/06/26)

### **NEW 3.10. Is there any flexibility in the turnover requirements?**

There is no flexibility or percentage tolerance. (Answered on 26/06/26)

### **NEW 3.11. Is VAT payable on this grant?**

As set out in section 4.5 of the Grant Guidance, there is no supply being made on which VAT would be payable.

As detailed in the draft Grant Funding Agreement, Delivery Partners will be expected to reclaim any recoverable input VAT associated with Delivery Partner spending in the normal way from HMRC. Where the Delivery Partner cannot reclaim their input VAT from HMRC (where it is irrecoverable), then DWP expects the full, gross amount to be charged as part of the grant claim, treating it as outside the scope of VAT. Provision has been made in the Grant Cost Register for anticipated claims for gross amounts where this VAT is irrecoverable (see question 3.4 and response above)

DWP cannot offer third-party advice on whether input VAT is recoverable or on whether the claim should be made on a gross basis. It is for the Delivery Partner to review HMRC legislation and guidance and make their own tax treatment determination. We recommend that Delivery Partners seek their own professional

advice or reach out directly to HMRC for clarification on their specific tax treatment if they have any queries or are unsure. (**Answered on 26/06/26**)

#### **4. Delivering the scheme**

##### **4.1. How will referrals be made to the scheme?**

As set out in the Grant Guidance, 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. (Answered on 18/06/26)

##### **4.2. 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. (Answered on 18/06/26)

##### **4.3. 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. (Answered on 18/06/26)

In live running DWP will work closely with Delivery Partners to ensure that the agreed referral volumes for each month can be achieved. Where variations in referral volumes do occur DWP will work with Delivery Partners to make up any shortfall. (Answered on 18/06/26)

##### **4.4. 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.

As set out in section 5.1 of the grant guidance, in exceptional circumstances where a Delivery Partner has been unable to place a young person into funded employment within six months of referral, the young person will leave the scheme and return to DWP. (Answered on 18/06/26)

##### **4.5. 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. (Answered on 18/06/26)

##### **4.6. 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. (Answered on 18/06/26)

**4.7. 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. (Answered on 18/06/26)

**4.8. 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. (Answered on 18/06/26)

**4.9. 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. (Answered on 18/06/26)

**4.10 What are the Key Performance Indicators (KPI's) for the scheme?**

As this is not a services contract, there are no "KPIs" for this scheme. The activities of the Delivery Partner will be monitored against the Monitored Outcomes and Specific Indicators as set out in Schedule 4, Part B of the draft Grant Funding Agreement. (Answered on 18/06/26)

**NEW 4.11. Where a participant's job placement fails prior to 4 months in the job, and therefore the participant needs to be re-engaged with a new employer/job, the participant might therefore be on programme in total for 8-9 months with 6 months paid work within that. Is this acceptable?**

Yes, where a Participant leaves a job before four months, we expect them to be re-matched to complete a total of 6 months of funded employment. We recognise that time on the scheme will typically be longer than 6 months given the pre-employment participant support period. The 6 month limit relates only to their time in funded employment, with other expectations set out within the Grant Guidance, such as the time within which it is expected a participant will be matched to a job.

(Answered on 26/06/26)

**NEW 4.12. Regarding the Jobs Guarantee indicative number of referrals as indicated in the bidding documents. At the first webinar there was suggestion that this information would be posted onto the website for all areas. If this isn't going to be the case, can the breakdown of the numbers and proposed timescale for referrals please be shared.**

The expected referral volumes for each Delivery Area are set out in the Area Map on the [Jobs Guarantee GOV.UK](#) page. Within each Delivery Area, there is an additional datawrapperr link which provides an additional breakdown for each area.

These figures represent total anticipated demand over the delivery period, rather than fixed or guaranteed allocation. Applicants are expected to develop their own

indicative referral profile in the Grant Cost Register, based on the total volume provided for the area applied for, to inform their mobilisation and delivery approach. **(Answered on 26/06/26)**

## **5. Employers**

### **5.1. What requirements are there for employers to participate in the scheme?**

Employers must meet the requirements outlined in the employer declaration in the Grant Guidance and the draft Grant Funding Agreement. 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, these details are available in the Grant Guidance. (Answered on 18/06/26)

### **5.2. 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. (Answered on 18/06/26)

### **5.3. Can local authorities or different sectors provide Jobs Guarantee roles?**

Yes. Jobs can be offered by organisations across the public sector (including local authorities), alongside charities, and private sector employers, if they meet the scheme requirements. (Answered on 18/06/26)

There are no restrictions on the type of organisation who can be an employer under the scheme, as long as they meet the requirements set out in the draft Grant Funding Agreement. (Answered on 18/06/26)

### **5.4. 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. (Answered on 18/06/26)

### **5.5. 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. (Answered on 18/06/26)

### **5.6. 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. (Answered on 18/06/26)

### **NEW 5.7. How would employers receive job applications from Jobs Guarantee participants?**

Delivery Partners are responsible for working with employers to source suitable job opportunities and match participants to jobs. This may include drawing on existing

employer relationships or developing new ones. More information on this can be found in section 5.4 of the Grant Guidance. **(Answered on 26/06/26)**

**NEW 5.8. How should organisations working with national employers operate across multiple locations?**

Delivery Partners are responsible for sourcing suitable jobs within their delivery area and ensuring roles are accessible to participants, within a reasonable travel distance. Delivery Partners should work with DWP and other Delivery Partners where relevant to manage national employer relationships and ensure consistent, cross-regional access to vacancies. **(Answered on 26/06/26)**

**NEW 5.9. What limits, and permitted ratios must employers comply with under the Jobs Guarantee scheme?**

Delivery Partners should ensure employers complete the employer declaration as per Schedule 9 of the draft Grant Funding, and meet the requirements for employers to participate in the scheme set out in the previous Q&A question: "What requirements are there for employers to participate in the scheme?". **(Answered on 26/06/26)**

**6. Apprenticeships**

**6.1. 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). Where an apprenticeship requires additional hours, the employer is expected to fund any hours above the funded 25 hours per week. **(Answered on 18/06/26)**

**6.2. What happens after the 6 months if the participant is in an apprenticeship through the scheme?**

The Jobs Guarantee funding covers the first six months of the apprenticeship. After this period, the employer becomes responsible for funding the apprentice for the remainder of the apprenticeship. Employers should only offer an apprenticeship if they are prepared to commit to the whole term. **(Answered on 18/06/26)**

**6.3. Can employers receive additional apprenticeship incentives alongside Jobs Guarantee funding?**

Yes. Employers can receive both Jobs Guarantee funding and existing apprenticeship incentives, provided they meet eligibility criteria for both, and there is no duplication of funding for the same costs. **(Answered on 18/06/26)**

**7. Liability and Clawback**

**NEW 7.1. Does this grant not place an unlimited liability on delivery partners?**

We recommend that Delivery Partners seek their own legal advice on the details of the draft Grant Funding Agreement. Applicants should note that the primary remedy for the agreement is through clawback (see question 7.2). In some instances, provisions are included to limit liability, for example, applicants should note the

limitation of liability included in relation to third party indemnity. Further detail on liability can be found in Clause 31. **(Answered on 26/06/26)**

**NEW 7.2. Why are you clawing back funding instead of pursuing other routes for damage claims? How much can you clawback?**

Contractual remedies such as damages are not available in relation to grant agreements, this is why clawback provisions are required. Clawback under the Grant Funding Agreement cannot exceed the amount of grant paid under the agreement. Further details can be found in Clause 27 of the draft Grant Funding Agreement. **(Answered on 26/06/26)**

**NEW 7.3. Can you clawback grant funding from delivery partners for employer actions?**

Clawback is only available in the circumstances set out in the draft Grant Funding Agreement. Where this clawback arises from the actions of the employer then if delivery partners (the grant recipient) has legally enforceable contracts with the relevant employer DWP would, in the first instance, seek to make recoveries from the employer. However, where not possible DWP could clawback against the grant recipient. Paragraph 27.21 of the draft Grant Funding Agreement provides further details.

As per the above, the maximum amount that can be recovered from the grant recipient through clawback cannot exceed the amount of grant paid under the agreement. **(Answered on 26/06/26)**