

SPARK YOUR PURPOSE

Delivery Partners 5-Oct-22

SPARK YOUR PURPOSE

Agenda

General Update (AC)

Phase 3 - Participant Numbers, Proposed Apportioning and Budget (AC)

Process and Form Updates (AC/JS)

Delivery Partner – Monthly Calls (JS)

Lesson Learnt (JS)

SPARK YOUR PURPOSE

General Update (AC)

Feedback

General feedback from across the employability partnership very positive on the approach and impact of the programme.

We have combined the evaluation type questions into the revised exit form, but would also be good to gather testimonial, photo's, etc. for evaluation purposes.

We have updated the Spark Your Purpose Forms and Admin on our website page for delivery partners:

[Spark Your Purpose Forms and Admin - Inspiralba](#)

General Update (AC)

Participant numbers and delivery

Phase 1 – 60 Participants + 3 participants out with scope

Phase 2 – 72 Participants with underspend for 5 rolled forward to end of phase 3 programme.

Phase 3 – Now approved

102 placements between Sept 22 and end March 23

+ 8 waged employment training opportunities

SPARK YOUR PURPOSE

Pre-Employability - Proposed Delivery and Apportioning for Phase 3 (AC)

Delivery Partner	Phase 1 Actual	Phase 2 Actual	Phase 3 Proposed
Inspiralba	24	39	39
Fyne Futures	4	11	12
MAYDS	11	2	10
HELP	16	10	15
Centre 81	8	10	12
Oban Youth Café			10
Total	63	72	98

Pre-Employability Placements (AC)

102 Pre-Employability Placements – Phase 3 - Budget Per Person

Item Description	Per Person	Comments
Onboarding & Person Centre Activity Planning	£500	Initial engagement and designing activity programme to meet their needs
Exit and Monitoring	£150	Data capture on exit and monthly follow-up including capture Data Return requirements
Tailored Support Package	£1,200	Tailored Support Package - Activity Delivery
Travel Budget	£50	Project teams, and young person travel to access activities across the region
Access & Subsistence Budget	£50	materials, clothing etc. to overcome any barriers to accessing activities beyond travel
Mentoring and or coaching	£80	1:1 support and group development activities
Participation Allowance	£390	£30 per week for 13 weeks

Waged Placements (AC)

Pilot to support progression and align with ILM 25+ additional wage subsidy support
8 Wage based placements - Phase 3 - Budget Per Person

Item Description	Per Person	Comments
Onboarding & Person Centre Activity Planning	£250	Initial engagement and identifying training or additional support to enhance the placement
Exit and Monitoring	£100	Data capture on exit and monthly follow-up including capture Data Return requirements
Tailored Support Package	£250	Tailored Support Package - to include relevant training
Travel Budget	£50	To assist with costs to get to work placement
Access & Subsistence Budget	£100	To cover PPE and any other relevant costs
Placement Wage Subsidy for continuation	£3,010	Wage subsidy based on £9.90 x 16 hours x 18 weeks average

Process Updates Due to changes with data requirements from ABC (AC/JS)

- Updated [Referral Form](#)
- Requirement for [PIN](#) to be provided to each participant
- Activity Agreement [v5AA](#) (need for projected costs to be included, updated and sent after any chan)
All activity agreements need to be **password protected** and saved as:
NameAADate (with date change at each modification)
Send Referral and Activity Agreement at same time.
- Updated [Exit Form](#)
- Updated e mail contact for sending all SYP paperwork:
employability@inspiralba.org.uk

Delivery Partner – Monthly Updates (JS)

To make the programme and data management as efficient as possible, the monthly 1:1's with each delivery partner are working well to review each participant:-

- Missing Referral Forms
- Activity Agreements
- Cost Projections
- Invoicing - We have added more detailed tracking information on our end to allow us to project and monitor activity spend in more detail
- Exit Forms/ Data/ Monitoring

Inspiralba provide status file prior to the zoom call.

Feedback on how this is working?

SPARK YOUR PURPOSE

Lessons Learnt(JS)

To ensure we continually improve our process to make things as efficient and easy as possible for everyone involved, we are keen to capture feedback:-

Range of Activities – Leah is updating our overview sheet from Activity Agreements to highlight the range and diversity of activities.

It would be very helpful to us if you can provide some initial feedback on the **process**, forms etc

- What works well
- What doesn't
- Areas for improvement

Any Questions