

European Social Fund Programme 2014-2020

Call 2 Frequently Asked Questions

This document is summary of the common questions asked by stakeholders during and after a series of 6 ESF Call 2 consultation sessions on 12, 13 and 20 June 2017 and the answers to same.

SECOND CALL FOR FUNDING

A second call for funding by way of a competitive grant process to support Priority Axes 1 and 2 will open for **a five week period** between **11 September 2017 and 13 October 2017**.

There will be a separate application form for each of the four Thematic Objective/ Investment Priorities. These documents and the supporting guidance notes will be available for download from the Department for the Economy (DfE) ESF webpage <https://www.economy-ni.gov.uk/esf> from 10.00am on the 11 September 2017.

CLARIFICATION PERIOD (11 September 2017 – 7 October 2017)

Applicants may seek clarification in relation to the application process where they consider any part of the documentation or any other aspect of this process unclear. Clarification requests should be submitted via the following email address esfcall2@economy-ni.gov.uk

Clarifications are to be submitted **no later than 7 October 2017**. Any requests for clarification received after this date may not be responded to.

To ensure all applicants receive the same information, clarification requests will not be responded to on an individual basis. Clarification requests will be answered by way of a published Call 2 Frequently Asked Questions (FAQ) document located on the Department's website at <https://www.economy-ni.gov.uk/esf>

The Call 2 FAQ document will be regularly reviewed and updated by the Call 2 Team during the application process. Published clarifications shall form part of the application guidance and must be treated as such by all applicants. It is the responsibility of applicants to review this document at regular intervals AND before the submission of their application to check for updated information.

Updated Information

Date of Update	Issue	Response
11 October 2017	<p style="text-align: center;"><u>REMINDER</u></p> <p>Submission of completed applications and attachments</p>	<p><u>BEFORE</u> submitting their completed application form via email to esfcall2@economy-ni.gov.uk no later than noon on Friday 13 October 2017, applicants must ensure that;</p> <ol style="list-style-type: none"> 1. All questions in all sections of the application form are completed in accordance with the Call 2 guidance notes and clarification provided through this FAQ document; 2. All information is accurate, current, relevant, factual, informative and focussed; 3. No word limits have been exceeded; 4. Application forms <u>must be</u> submitted in word format and Annexes A and B <u>must be</u> submitted in Excel format and not PDF format; 5. The submission is in the English language and costs are in pounds sterling;

		<p>6. Annexes A and B of the application form have been completed and the information has been checked for consistency, accuracy and aligns with the simplified direct staff funding model for Call 2;</p> <p>7. Evidence of ability to manage cashflow of the project and settle financial obligations in Year 1 is attached; and</p> <p>8. The application form and Annex C are signed in accordance with the directions contained within the Call 2 guidance notes.</p>
<p>11 October 2017</p>	<p><u>Submission of Applications</u></p>	<p>Applicants <u>MUST</u> submit application forms <u>IN WORD FORMAT ONLY</u> and Annexes A and B in <u>EXCEL FORMAT ONLY</u>.</p> <p>This is necessary to allow for the admissibility sift to consider the word count has been complied with and to allow all content in Annexes A and B to be considered in support of your application.</p> <p>Attachments supplied in support of Cashflow <u>MUST</u> be legible and submitted <u>in their entirety</u>- ie without missing pages and/or parts of pages missing due to photocopying or scanning.</p> <p>Application submitted not in compliance</p>

		with the above may result in applications being rejected or adversely impact the points awarded.
11 October 2017	Essential skills Tutors	<p>Tutors engaged by successful Call 2 applicants will be subject to Education Training inspectorate (ETI) quality inspections.</p> <p>Applicants should ensure staff identified in Annex A are adequately trained, or in the case of vacancies, will be adequately trained to deliver essential skills.</p>
6 October 2017	<u>REMINDER</u> Final response to clarification questions	<p>Clarification requests are to be submitted <u>no later than 7 October 2017</u>. Any requests for clarification received after this date may not be responded to.</p> <p>It is intended that all requests for clarification received before 5pm on 7 October 2017 will be responded to through this document <u>by 5pm on 11 October 2017</u>.</p>
6 October 2017	Audited Accounts	'Most recent audited accounts' are accounts signed off by an auditor whether or not they have yet been filed with Companies House, with HMRC or the Charities Commission. Updated accounts may be requested from successful applicants as part of pre-Letter of Offer checks undertaken by the Managing Authority.

5 October 2017	Tracking of Participants' longer term result indicator targets	<p>Information relating to the participant output (enrolment) indicator targets, immediate result indicator targets and longer term result indicator targets (where applicable) are set out in Annex 1.</p> <p>Note the TO 8 IP (ii) NEET and TO 9 IP I (b) CFSP Investment Priorities <u>do not</u> have a longer term result indicator target. The tables 1.1 and 1.3 in Part B, Section 1, of each individual Investment Priority application form reflect the applicable performance indicator targets for each Investment Priority.</p> <p>All applicants under each Investment Priority are required to complete 1.5 Tracking Of Participants in Part B, Section 1, irrespective of whether the Investment Priority being applied under has a longer term result indicator targets or not.</p> <p>Note, all successful projects under each Investment Priority will be required to track the immediate and longer term result indicators for all their participants.</p>
5 October 2017	Use of diagrams	Applicants may use diagrams (Flow charts etc) in support of their application. Words contained in diagrams used will count towards the

		overall word count.
5 October 2017	Completion of Annex A	Where a direct member of staff works varying hours each week, applicants should submit an average number of hours worked per week over the course of a month in column G of Annex A.
5 October 2017	Use of footnotes	Footnotes will not be considered by panels in assessing applications. References to published documents to support an answer must be included within the main body of the answer and will count toward the overall word count for that question.
4 October 2017	Submission of completed applications and attachments	<p><u>BEFORE</u> submitting their completed application form via email to esfcall2@economy-ni.gov.uk no later than noon on Friday 13 October 2017, applicants must ensure that;</p> <p>9. All questions in all sections of the application form are completed in accordance with the Call 2 guidance notes and clarification provided through this FAQ document;</p> <p>10. All information is accurate, current, relevant, factual, informative and focussed;</p> <p>11. No word limits have been exceeded;</p> <p>12. Application forms <u>must be</u></p>

		<p>submitted in word format and Annexes A and B <u>must be</u> submitted in Excel format and not PDF format;</p> <p>13. The submission is in the English language and costs are in pounds sterling;</p> <p>14. Annexes A and B of the application form have been completed and the information has been checked for consistency, accuracy and aligns with the simplified direct staff funding model for Call 2;</p> <p>15. Evidence of ability to manage cashflow of the project and settle financial obligations in Year 1 is attached; and</p> <p>16. The application form and Annex C are signed in accordance with the directions contained within the Call 2 guidance notes.</p>
4 October 2017	Steps to Success	Eligible participants enrolled on a successful Call 2 project subsequently mandated onto the Steps to Success Programme should be recorded as having an immediate result indicator of 'in education or training upon leaving'.
4 October 2017	Part C, Section 3.3 Assessment of Risk and Constraints	Projects may rotate the page containing the table identifying risks and constraints for their project to landscape viewing.

		In doing so, projects must ensure that all other pages of the application form remain in portrait format and ensure that none of the information contained in their application form has been affected.
4 October 2017	Result Indicators Upon Leaving	<p>For the Unemployed and Economically Inactive Investment Priorities, the longer term result indicator for participants in employment 6 months after leaving can include <u>some or all</u> of the participants in employment upon leaving the project.</p> <p>For the Disability Investment Priority, the longer term result indicator for participants in employment 6 months after leaving <u>must only include</u> those participants who were in employment upon leaving the project who are still in employment 6 months later.</p>
4 October 2017	Use of hyperlinks	<p>Applications will only be assessed on the information provided in the application form and additional information set out at Annex 2 of the guidance notes.</p> <p>Information referred to through any hyperlinks in an application form <u>will not</u> be considered by the application panel.</p>
4 October 2017	Completion of Annex A	<p>When completing Annex A, applicants <u>must</u> ensure that the information contained in columns C, H and I are consistent.</p> <p>When the simplified cost category</p>

		<p>selected on column C is 'Direct Support', the annual salary rate selected in column H must be '£27,000' and the hourly rate selected in column I <u>must be</u> '£15.60'.</p> <p>When the simplified cost category selected on column C is 'Direct Implementation', the annual salary rate selected in column H must be '£39,500' and the hourly rate selected in column I <u>must be</u> '£22.90'.</p> <p>When the simplified cost category selected on column C is 'Direct Specialist/Management', the annual salary rate selected in column H must be '£61,000' and the hourly rate selected in column I <u>must be</u> '£35.40'.</p> <p>Applicants must also ensure the description of job activities in column D aligns with the simplified cost category selected in column C and the Call 2 guidance notes at pages 21-24.</p> <p>Applicants are advised to double check all the entries they make to Annex A to ensure that for each <u>part-time staff member</u> who is charged to the project the maximum amount of weekly hours charged to the project is NOT GREATER THAN THE MAXIMUM AMOUNT OF WEEKLY HOURS they work for the organisation i.e. if a staff member works 20 hours a week for the organisation the</p>
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		<p>maximum cost charged to the project can only be 20 hours per week (assuming he/she works all of their time on the project).</p> <p>The onus is on applicants to ensure the information contained in Annex A is consistent and accurate <u>before</u> the application form is signed and submitted.</p> <p>Inconsistent or inaccurate entries in Annex A of the application form may result in applications being rejected or adversely impact the points awarded in respect of Part B, Section 2.</p>
4 October 2017	Word Count	<p><u>Applicants are reminded to observe the maximum word count in each question and ensure responses do not exceed the maximum words permitted.</u></p> <p><u>Applicants must note applications in which word counts are exceeded may not proceed to assessment.</u></p>
4 October 2017	Part B, Section 2.4 Match Funding	<p>The tables to record the details of potential match funders at Part B, Section 2.4 of the application form are split by project year. All potential match funders for each year of the project should be recorded on the same table relevant to that year.</p>
4 October 2017	Completing the application form	<p>The choice of font and size thereof, the use of bold and bullet points are at the discretion of applicants.</p>

		Text boxes can be extended in length. Applicants <u>should not</u> extend the text boxes in width- ie from left to right.
4 October 2017	Cash Flow	<p>A letter of confirmation from a qualified accountant can either be addressed to the lead applicant, 'the ESF Call 2 team' or 'to whom it may concern'.</p> <p>A letter of confirmation must be submitted together with the application as per Annex 2 of the Call 2 guidance notes.</p>
4 October 2017	Transnational Activity	<p>Applicants expressing an interest in engaging in transnational activity in response to Part A, Question 1.6 should not include any projected associated costs in response to any question under the Finance section at Part B, Section 2.</p> <p>The management will discuss transnational activity, costs and benefits with successful applicants who expressed an interest.</p>
22 September 2017	Staff who job-share	The direct hours worked by members of staff within an applicant organisation who job share should be noted separately in Annex A of the application form.
21 September 2017	Participant Eligibility	Information on participant eligibility can be found in the ESF Call guidance notes at Annex 7. All applicants should refer to Annex 7 of the Call 2 guidance notes and updates on this FAQ document when

		<p>completing their application forms.</p> <p>Applicants must ensure that participants meet the eligibility criteria outlined in Annex 7 including the definition of 'unemployed' and 'economically inactive'.</p> <p>A person who is on a government work related training programme cannot participate on an ESF project at the same time.</p> <p>Eligibility of Individuals in Formal Education (Specialist and Non-Specialist Education, Further Education and Higher Education) is set out below;</p> <p>A person in Specialist and Non-Specialist Education, Further Education or Higher Education is not expected to be eligible to participate on an ESF project at the same time.</p> <p>A person with a disability in formal education may avail of ESF employability support to address their assessed needs in circumstances where this support is not already provided or funded by the formal education provider. Projects may be expected to</p>
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		<p>demonstrate this.</p> <p>This information supersedes any previous guidance in relation to participant eligibility contained in this document.</p>
21 September 2017	Part B, Section 4.2- Quality Framework	<p>Applicants answering Part C, Section 4.2 – ‘How will your project comply with the Department for the Economy’s Quality Framework’ should refer to the text under the heading ‘DFE Quality Requirements’ as set out at pages 45-46 of the Call 2 guidance notes and the link to the Education Training Inspectorate’s ‘Inspection and Self Evaluation Framework’.</p>
21 September 2017	Annex A, Column A	<p>New organisations who intend to recruit staff if their application for grant funding is successful, and existing ESF providers, should create an internal unique vacancy reference number to reference and insert this into Column A of Annex A in the absence of knowing the identity of the person who will fill the vacancy.</p> <p>If a Call 2 direct post is to be filled from a seconded member of staff from another organisation who has yet to be identified, this post should be treated as vacant and recorded in Column A as using a unique vacancy reference number.</p>

<p>21 September 2017</p>	<p>Annex A, Columns A, B and D</p>	<p>Free text inserted by applicants into Column A (Staff member name), B (Job Title) and D (Description of Job Activities) of Annex A cannot be wrapped in application forms downloaded before 3pm on 21 September 2017.</p> <p>Once an application is submitted, the Call 2 Team will ensure text submitted in these columns is visible to the assessment panels.</p> <p>Annex A of the application forms available online from 3pm on 21 September 2017 have been amended should applicants wish to have all text visible prior to the completion and submission of the application form.</p>
<p>21 September 2017</p>	<p>Text Boxes</p>	<p>Text boxes can be expanded by hovering the cursor over the lower bar of the text box, clicking and holding right on your mouse and dragging the bar downwards.</p>
<p>18 September 2017</p>	<p>Annexes A and B</p>	<p>Due to the presence of drop-down boxes, applicants must not copy and paste any information (text or figures) into either Annex A or Annex B.</p> <p>Information must be inserted into Annex A and B on a row and column by row and column basis.</p>

		Applicants who have copied and pasted information into either Annex A and/or B are advised to download and complete a fresh application form to ensure their information is accurate.
15 September 2017	Cashflow	<p>In response to Part B, Section 2 Question 2.3, applicants are required to outline how they will manage the financial cash flow of delivering the project and any short term cash deficits for year 1 (2018-2019) only.</p> <p>The duration of short term cash deficits will be dependent upon the individual circumstances of each applicant.</p>
15 September 2017	Ratio of staff between Direct Support, Direct Implementation, and Direct Specialist/ Management	<p>Staffing structure will vary between projects and Investment Priorities.</p> <p>In Call 2, no ratio has been set for the staff numbers to fall within each of the simplified cost categories.</p>
15 September 2017	NVQ Levels and Equivalent	<p>The Department will only approve projects providing provision <u>up to and including</u> NVQ Level 1 with the exception of the Disability Investment Priority which can provide up to and including NVQ Level 2.</p> <p>The onus is on applicants, when answering questions in the application form, to ensure that educational or</p>

		<p>training courses they may intend to provide are up to and including the NVQ Levels set out above or equivalent applicable to the Investment Priority being applied under.</p> <p>Furthermore, the onus is on applicants if delivering alternative accredited training to ensure provision is equivalent to the applicable NVQ Level. Further information can be obtained online at: https://www.gov.uk/find-a-regulated-qualification</p>
15 September 2017	ESF Call 2 Programme Budget	Applicants should not make assumptions about the ESF Call 2 Programme budget or Investment Priorities budget allocations in answering questions in the application forms.
15 September 2017	December 2018 Milestones	<p>The ESF 2014-2020 Programme targets and December 2018 Milestone targets are set out in Annex 1 of the guidance notes for information purposes.</p> <p>It is at the discretion for applicants to make reference to milestones in support of their applications.</p>
15 September 2017	Community Family Support Application Form - Typo	A typo has been identified on the CFSP application form - Part C Section 1.2, the forth box should state Area 4 and not 3, this has now been amended on the DfE website application form copy. Applicants that have already download

		CFSP applications can simply amend the 3 to a 4 in the fourth box of Part C Section 1.2 if this is applicable to them in answering the question or download a new CFSP application form.
15 September 2017	Transnational Activity	In the event an applicant indicates in response to Part A, question 1.6 an interest in engaging in transnational activity in conjunction with their project, it is at their discretion if they make reference to this in answering other questions in their application.
15 September 2017	Final response to clarification questions	Clarification requests are to be submitted no later than 7 October 2017. Any requests for clarification received after this date may not be responded to. It is intended that all requests for clarification received before 5pm on 7 October 2017 will be responded to through this document by 5pm on 11 October 2017.
15 September 2017	Use of tables in answers	Applicants may use tables in answering questions in the application forms and the word content will be included as part of the word count.
14 September 2017	Participant Eligibility	In Call 2 a person in Further Education or Higher Education cannot participate on an ESF project at the same time. This reflects definitions for the 'unemployed' or 'economically inactive' in the ESF

		<p>Programme.</p> <p>In Call 2 a person who is on a government work related training programme cannot participate on an ESF project at the same time.</p> <p>In Call 2 a person in special or non-special education provision cannot participate on an ESF project at the same time.</p> <p><u>NB This information has been superseded by update of 21 September 2017 above.</u></p>
14 September 2017	Immediate Result Indicators	<p>Immediate result indicator targets relate to the destinations of participants upon leaving.</p> <p>Training completed by a participant during participation on the ESF Programme is not an immediate result indicator.</p> <p>The immediate result indicator 'in education / training upon leaving' is where a participant upon leaving the ESF Programme commences a formal education or training course (either accredited or non-accredited).</p>
14 September 2017	Immediate Result Indicator Target for TO 8 i (a)	<p>The only immediate result indicator target for unemployed participants in the TO 8 i (a) Investment Priority is in employment upon leaving.</p>

	unemployed including long term unemployed	
12 September 2017	Cashflow	<p>All applications must be submitted together with evidence to support how they will manage the cash flow of delivering their project (including any delivery partners) and any short term cash deficits due to ESF grant payments being made in arrears.</p> <p>The Call 2 guidance notes provide examples of such supporting evidence. Applicants should note any evidence supplied in support of their answer to Part B, Section 2.3 must be validated by a person independent of their organisation (or that of any direct delivery partners) such as a qualified accountant or bank manager.</p>
12 September 2017	Annex A of the Application form	<p>The 'Applicant name' and 'Project Title' sections of Annex A will be completed by the ESF Call 2 Team once an application has been submitted.</p> <p>For applicants wishing to input this data themselves, Annex A of all ESF Call 2 application forms available to download on the Departments website have been amended to facilitate this.</p>
11 September	Participant Eligibility	Following two stakeholder events on 5 and 7 September 2017, the issues of participant eligibility has been clarified

2017		<p>in the ESF Call 2 guidance notes at Annex 7.</p> <p>Applicants are advised that the current ESF Promoter's Operating Manual is due to be revised in advance of April 2018 by the ESF Managing Authority and should not be relied upon in support of applications under Call 2.</p> <p>All applicants should refer to Annex 7 of the Call 2 guidance notes when completing their application forms.</p> <p>Pre-release prisoners and pre-release young offenders are eligible to be counted as ESF participants in the immediate period before the confirmed date their sentence will be served.</p> <p>This information supersedes any previous guidance in relation to participant eligibility contained in this document.</p>
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APPLICATION PROCESS

When will Call 2 open to applications and what length of time	<p>The opening of the Call 2 application for funding competition will start at 10.00 am on 11 September 2017 and will close at noon on 13 October 2017.</p> <p>Following representations received during a series of 6</p>
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<p>will it be open for?</p>	<p>stakeholder consultation events in June 2017, the duration of the period in which Call 2 will be open to applications will be extended from 4 weeks to 5 weeks.</p>
<p>How many applications can I submit for Call 2?</p>	<p>ESF Call 2 is split into four Thematic Objective / Investment Priorities:</p> <ol style="list-style-type: none"> 1. Unemployed and Economically Inactive; 2. Young people aged 16-24 not in employment, education or training (NEET); 3. Supporting People with a Disability; and 4. NEETs aged 16+ within families on the Community Family Support Programme (CFSP) <p>Applicants can apply once per each of the four Thematic Objective / Investment Priorities. Applicants may however be a direct delivery partner in any other application regardless of whether they have already applied as an applicant under that Investment Priority.</p>
<p>Where can I find the Call 2 application form and guidance?</p>	<p>There will be a separate application form for each of the four Investment Priorities identified above. These documents and the supporting guidance notes will be available for download from the DfE ESF webpage https://www.economy-ni.gov.uk/esf from 10.00am on 11 September 2017.</p>
<p>What are the delivery areas for</p>	<p>The application process is designed to select 1 project for each of the 6 separate CFSP delivery areas to deliver the programme in 2018/19, 2019/20, 2020/21 and 2021/22:-</p>

<p>applications under the Community Family Support Programme?</p>	<ul style="list-style-type: none"> ➤ Area 1– Belfast City Council Area ➤ Area 2– Antrim & Newtownabbey Borough Council Area and Mid & East Antrim Borough Council Area ➤ Area 3– Mid Ulster District Council Area and Fermanagh & Omagh District Council Area ➤ Area 4– Derry City & Strabane District Council Area and Causeway Coast & Glens Borough Council Area ➤ Area 5– Armagh City, Banbridge & Craigavon Borough Council Area and Newry, Mourne & Down District Council Area ➤ Area 6 – Lisburn & Castlereagh City Council Area and Ards & North Down Borough Area
<p>Are word limits set for each question?</p>	<p>ESF Call 2 is a competitive grant process. To ensure all applicants have an equal opportunity, the word limit applicable to each question will be the same for all applicants. Any words in excess of the word limit <u>will not</u> be considered by the assessment panels. (The word limits for each question will be stipulated in the Application Form)</p>
<p>How will any requests for clarification or technical advice be answered?</p>	<p>Applicants may seek clarification in relation to the application process where they consider any part of the documentation or any other aspect of this process unclear. Clarification requests should be submitted via the following email address esfcall2@economy-ni.gov.uk</p> <p>Clarifications are to be submitted no later than 7 October 2017. Any requests for clarification received after this date may not be responded to.</p> <p>To ensure all applicants receive the same information,</p>

clarification requests will not be responded to on an individual basis. Clarification requests will be answered by way of a published Call 2 Frequently Asked Questions (FAQ) document located on the Department's website at <https://www.economy-ni.gov.uk/esf>

The Call 2 FAQ document will be regularly reviewed and updated by the Call 2 Team during the application process. Published clarifications shall form part of the application guidance and must be treated as such by all applicants. It is the responsibility of applicants to review this document at regular intervals AND before the submission of their application to check for updated information.

Only requests for technical advice relating to the download or submission of an application form may be answered on an individual basis, depending on their nature.

Who can sign the application form on behalf of my organisation?

Authorised signatories will be dependent upon the status of the applicant organisation. The table below shows who should sign on behalf of each type of organisation:

Type of Organisation	Approved Signatories (Project Principals)
Company (all)	Two Directors or A Director and Company Secretary
Colleges of Further Education	(i) Director of the College and (ii) Chairperson/Member of the Governing Body
Charity Voluntary / Community Body	(i) Chairperson and (ii) Director or Chief Executive
Non Departmental Public Body	(i) Chief Executive and (ii) Chief Finance Manager
Local Government Authority	(i) Chief Executive and (ii) Director

<p>Will ETI inspections be conducted during the Call 2 process?</p>	<p>ETI have been requested not to undertake any inspections or send notifications of pending inspections to current Call 1 Projects during the 5 weeks Call 2 will be open to applications.</p> <p>During the 5 weeks that Call 2 is open to applications, projects currently being delivered under Call 1 will continue in 'business as usual' mode. This may include required verification visits. Projects wishing to make an exceptional circumstances application for deferral of an activity verification visit should contact the ESF Programme Delivery Branch in writing.</p>
<p>How will applications be assessed?</p>	<p>The scoring matrix to assess ESF Call 2 applications can be found in Annex 3 of the Application Guidance Notes.</p>

CALL 2 PARTICIPANT AND PERFORMANCE

<p>What are the participant (enrolment) output indicators and result indicator targets upon leaving?</p>	<p>The ESF participant (enrolment) output indicators and result indicator targets can be found in the ESF 2014-2020 Operational Programme. This document can be downloaded at https://www.economy-ni.gov.uk/esf</p> <p>The ESF Managing Authority is in the process of seeking modifications from the European Commission to the participant (enrolment) output and result indicator targets. These are outlined in Annex 1 of the Application Guidance Notes. The working</p>
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	<p>assumption is that these modifications will be accepted.</p>
<p>How is the eligibility of a participant determined?</p>	<p>Participant eligibility requirements are set out at Section 3 of the ESF Promoter's Operating Manual 2014-2020. This document can be downloaded at https://www.economy-ni.gov.uk/publications/esf-information-memo-0817-project-promoters-operating-manual</p> <p>Pre-release prisoners and pre-release young offenders are eligible to be counted as ESF participants in the immediate period before the confirmed date their sentence will be served.</p> <p><u>NB This information has been superseded by update of 11 September 2017 above.</u></p>
<p>Will Participants from Call 1 (April 2015- March 2018) be treated as new participants for Call 2?</p>	<p>Call 1 runs to the 31 March 2018, all operations (projects) will cease on this date. Therefore all participants on Call 1 projects must have an exit leaving date on or before the 31 March 2018.</p> <p>Successful projects that receive and accept Letters of Offer in Call 2 will be considered as new operations. Therefore participants that participated in Call 1 operations that enrol in projects in Call 2 will be considered as new participants.</p>
<p>If participant enrolment and output indicator targets for a given Investment Priority are modified, will the</p>	<p>It is not currently proposed to change the amount of funding allocated per Investment Priority.</p>

<p>funding available for that Investment Priority change also?</p>	
<p>Can multiple outcomes be recorded for one participant?</p>	<p>A participant can only have one immediate result indicator and one longer term result indicator during any operation (project) during the period of Call 2.</p>
<p>What NVQ level will my project be funded to provide?</p>	<p>To minimise duplication of provision and support progression pathways for ESF Programme participants to other Departmental training and education provision, projects funded through the ESF 2014-2020 Programme offers access and support at “up to and including Level 1”. The Department will also continue to fund projects providing provision “up to and including NVQ Level 2” for projects funded under the Disability Investment Priority.</p>
<p>How is ‘disability’ defined for Call 2?</p>	<p>People with disabilities is defined as per the Disability Discrimination Act (DDA) 1995.</p> <p>The DDA can be accessed through the following link http://www.nidirect.gov.uk/the-disability-discrimination-act-dda</p> <p>Further information can be found on the Equality Commission NI website at http://www.equalityni.org/ECNI/media/ECNI/Publications/Employers%20and%20Service%20Providers/DefinitionofDisability07.pdf</p>

<p>How are 'soft outcomes' defined?</p>	<p>Soft outcomes may include increased confidence, better self-awareness, enhanced problem solving, communication skills, increased knowledge of how to build relationships or work as part of a team, greater understanding of personal and social issues, having a personal action plan for the future etc.</p>
<p>How is 'employment' defined?</p>	<p>For the purposes of ESF Call 2, employment is defined as: One or more hours of paid work per week, either permanent or temporary.</p>
<p>Will current ESF Call 1 performance be considered as part of the assessment process?</p>	<p>ESF Call 2 is a competitive grant process and is open to applicants who are not currently ESF promoters as well as current Call 1 ESF promoters. In support of their applications, applicants are required to provide details of their previous project management and project delivery experience. This may include, but is not limited to, previous ESF and/or other EU co-funded projects.</p>
<p>Will a PGCE/ Certificate in Teaching be a requirement for Tutors in Call 2?</p>	<p>There will be no requirement for tutors to hold a Certificate in Teaching (or equivalent) for Call 2.</p>

INTERVENTION RATES, VALUE FOR MONEY AND MATCH FUNDING

<p>What are the ESF funding intervention rates?</p>	<table border="1"> <thead> <tr> <th data-bbox="438 367 1083 481">Funding Source</th> <th data-bbox="1083 367 1332 481">Intervention rate</th> </tr> </thead> <tbody> <tr> <td data-bbox="438 481 1083 535">European Social Fund</td> <td data-bbox="1083 481 1332 535">40%</td> </tr> <tr> <td data-bbox="438 535 1083 589">DfE Public Match Funding</td> <td data-bbox="1083 535 1332 589">25%</td> </tr> <tr> <td data-bbox="438 589 1083 647">Public or Private Match Funding</td> <td data-bbox="1083 589 1332 647">35%</td> </tr> </tbody> </table>	Funding Source	Intervention rate	European Social Fund	40%	DfE Public Match Funding	25%	Public or Private Match Funding	35%
Funding Source	Intervention rate								
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DfE Public Match Funding	25%								
Public or Private Match Funding	35%								
<p>What 35% other match funding will I be required to provide?</p>	<p>Match funding is a pre-requisite for receiving ESF grant funding. Applicants are required to secure public or private (other) match funding totalling 35% of the overall eligible total cost for their project. The sourcing of this funding is the responsibility of the applicant and the Call 2 team cannot provide support on this matter.</p> <p>The 35% other match funding can be provided either:</p> <ul style="list-style-type: none"> • In cash; or • In kind (direct staff resources made available free of charge to the operation from third parties) <p>Further information can be found in the Application Guidance Notes.</p>								
<p>What evidence of 35% other match funding will I need to</p>	<p>At the application stage, Organisations will only be required to provide details of <u>potential</u> sources of other match funding. Further detail will be provided through the Call 2 Application Guidance Notes.</p> <p>Successful Call 2 applicants will be required to secure public or</p>								

<p>provide in support of my application?</p>	<p>private (other) match funding totalling 35% of the overall eligible total cost for their project. The 35% other match funding can be provided either in cash and/or in kind (direct staff resources made available free of charge to the operation from third parties).</p>
<p>Will I be required to demonstrate cash reserves?</p>	<p>Information on cash flow in support of applications will be specified in the Call 2 Application Guidance Notes.</p>
<p>How will the funding model and the Value for Money assessment be approached in Call 2?</p>	<p>Information on the Simplified Direct Staff Funding Model and Value for Money assessment will be specified in the Call 2 Application Guidance Notes.</p>