



# Connect To Work

## Application Form

## Background

One of the Government's five missions is to kickstart economic growth with good jobs and improved productivity. The Get Britain Working White Paper quotes – “Building a thriving and inclusive labour market and increasing the number of people in work is central to achieving the government’s number one mission to grow the economy.” The ambition is for a more inclusive economy which enables people to get into work and get on at work, ensuring employment opportunity for all.

In the UK, there are 1.9million people who would like to work but are not participating in the labour market – often due to health issues or disability. The funding for Connect to Work will support disabled people, those with health conditions and people with complex barriers to employment, to seek to find suitable work, by offering them voluntary support based on the high-fidelity model of Supported Employment.

Connect to Work will take a collaborative, locally led approach to tackling ‘Hidden Unemployment’. It will help connect local work, health and skills support. The funding provides a coherent, systematic and joined up approach to maximise the benefits available for individuals and local communities.

## Overarching Programme Requirements

Connect to Work will primarily help disabled people, people with health conditions and those with more complex barriers to work who are outside the labour market in ‘Hidden Unemployment’ who wish to be in employment, to find a suitable job and sustain work. The programme will also help those in work but are at risk of falling out of the labour market (and who will struggle to get back into work if they were to lose their job) to retain employment.

Connect to Work is a voluntary programme to help tackle economic inactivity by providing a specific form of support targeted at the right people at the right time, based on their individual circumstances. Connect to Work will deliver the evidence-based Supported Employment model ‘place, train and maintain’. The Connect to Work service must use both models of Supported Employment; IPS (Individual Placement Support) and SEQF (Supported Employment Quality Framework).

Better Connect are applying to be lead partner with a partnership of organisations to deliver the IPS element of support across West Yorkshire. IPS integrates employment support alongside primary and secondary health service, and other support services. Connect to Work matches participants to open labour market jobs and opportunities quickly and provides support to the employer, as well as the participants, to ensure that work is sustained.

Delivery partners will be expected to provide a complete end-to-end service, following all stages of the supported employment model including awareness raising and marketing, vocational profiling, job match, employer engagement, and on and off the job support. Support will be delivered through Employment Specialist roles.

All participants must be triaged. The most appropriate support model for the participant should not be predetermined, and delivery partners must work with other service providers and provision to determine the most appropriate support for Participants.

Connect to Work will be made available across the entire region either through an established base or outreach.

All delivery partners must commit to engaging with the IPS Fidelity Assessment scales and will be expected to collect evidence to support that their IPS support shows high fidelity.

If you are interested in being included in the Connect to Work partnership, please complete the application form associated with this guidance document (via JotForms). Supplementary information including the

Partner Declaration Form and Budget information must be submitted using the templates provided. We are unable to progress ANY applications that do not meet all application requirements.

## Why Partner with Better Connect?

Better Connect (formally Your Consortium) are a not-for-profit organisation founded in 2007 with an established track record of developing and leading partnership projects. All opportunities engage and work with a wide range of local place-based organisations. Historically we have led large programmes across West Yorkshire, including Leeds City Region Talent Match and West Yorkshire Community Grants.

Our main activities include:

- Programme and project design, delivery, and management, specialising in employability provision (including Connect to Work).
- Partnership development and systems leadership
- VCSE capacity building and collaborative sector support
- Strategic representation
- Grant management and funding distribution
- Impact measurement, evaluation, and shared learning

We achieve this by:

**Partnering with organisations** across all sectors, specialising in supporting and strengthening organisations from the Voluntary, Community and Social Enterprise (VCSE) sector. We believe that local place-based organisations with a strong social mission and that work effectively in partnership with others have the biggest impact on communities and the individuals within them. As an important strategic driver and valuable connector, we exist to create these partnerships and unlock local potential.

**Better connecting sectors** that support people in communities to thrive in their lives and work. We currently connect Work, Health and Skills provision to provide people with the opportunities they need to make positive sustainable changes in their lives.

**Designing and leading** innovative partnership programmes/projects that transform the lives of the people who access them. Better Connect are responsible for all management, delivery and strategic activity including all performance, finance monitoring, evaluation, impact, audit, and marketing. We recognise that in supporting one person to thrive, many more lives are transformed as a result. We call this the Ripple Effect.

**Collecting, measuring and sharing** the impact of our model and programmes on individuals, organisations and communities. We believe in sharing good practice, ideas, skills and expertise so that communities and the people within them can thrive. Our model is replicable and scalable with a wealth of evidence that shows how impactful and sustainable positive change can be achieved when knowledge is shared and there is authentic collaboration.

**Our USP:** We don't compete with partner organisations for frontline delivery. We believe delivery partners are the trusted experts and provide high-quality, much needed support to participants in their communities. As Lead Partner, Better Connect exists to enable this by managing funding, finances, monitoring, and evaluation, and simplifying processes so delivery partners can focus on delivering transformational support.

## Project Timescales & Key Milestones

The indicative timescales provided at the Market engagement event hosted by West Yorkshire Combined Authority are:

Milestone	Date
Formal launch of prospectus and open call for applications	June 2026
Deadline for Applications	July 2026
Appraisal and decision making	August 2026
Notification of Award	August 2026
Formal Contract Award	August 2026
Programme start date	September 2026

Due to the short amount of time between now and submitting our Connect to Work partnership application, we are launching our partner application process to ensure potential delivery partners have as much time as possible to submit their application to us.

### Better Connect Timeline

Milestone	Date
Application form/EOI goes live	Tuesday 26 <sup>th</sup> May 2026
Deadline for potential partner EOI's	Tuesday 23 <sup>rd</sup> June, midnight
Partner notification	June 2026
Partnership bid submission to WYCA	July 2026
Notification and awarding	August 2026

### Funding Available

Participant numbers for each district for Connect to Work IPS delivery have been predetermined by WYCA. Using these numbers we have estimated the amount of funding available in each district. Please note, these allocations are likely to include funding to delivery partners, participant expenses, marketing and communications, management costs, evaluation and impact activities. Until we have sight of the funding model, we cannot confirm exactly how much funding is allocated to each district or how WYCA expects it to be spent. The table below is to provide guidance and inform partners of the potential investment available for provision and how we intend for it to be allocated.

Our intention, funding model allowing and if we are successful with our application would be to ensure a minimum of 85% of all funding be paid to delivery partners.

District	Participant Numbers 15% in-work 85% out of work	Proportion of CtW participants to support	Estimated total funding available by district	Estimated total funding available to delivery partners.
Bradford	2670	28.9%	£ 6,701,910	£ 5,696,623
Calderdale	902	9.7%	£ 2,249,430	£ 1,912,016
Kirklees	2007	21.6%	£ 5,009,040	£ 4,257,684
Leeds	2738	29.5%	£ 6,841,050	£ 5,814,892

Wakefield	959	10.3%	£ 2,388,570	£ 2,030,285
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## Scope of provision

Employment Specialists (delivery partners) will be responsible for identifying people who will meet the eligibility criteria by conducting a factual assessment and the suitability criteria which includes making a judgement of the individual's circumstances. Connect to Work should be delivered to participants who they believe to be the most likely to benefit from the supported employment model of support to help them find and/or retain work.

All participants must enter the programme on a voluntary basis and to be eligible must be in one of the following groups:

- A disabled person, who has a disability or long-term health condition, as defined in the Equality Act 2010 or the Social Model of Disability.
- A specified disadvantaged group as identified in the Connect to Work prospectus.

Delivery partners cannot extend, flex or amend the eligibility or suitability criteria for this project.

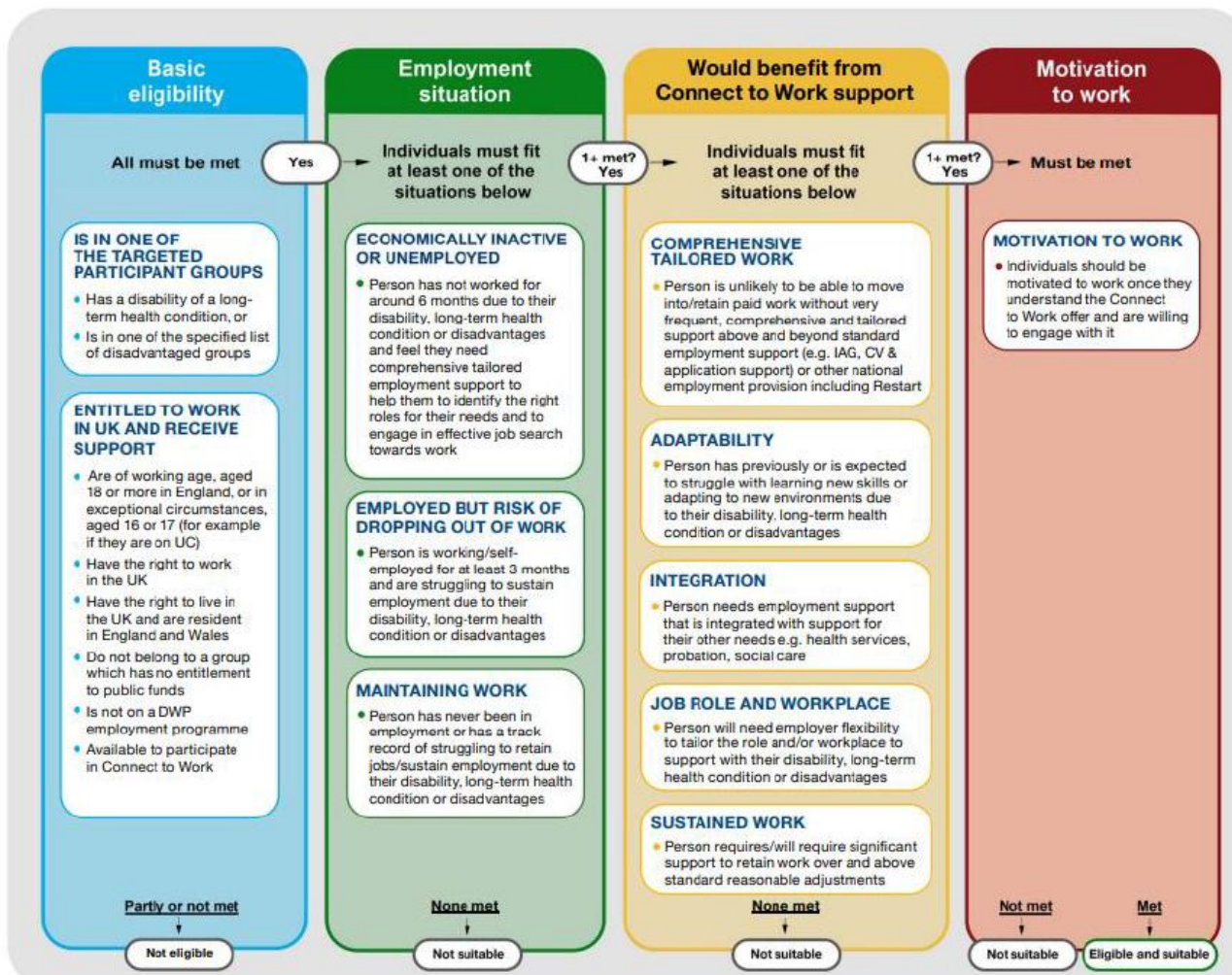
Once eligibility has been determined, the suitability criteria must then be met. Participants must meet at least one of these employment situations:

- Economically inactive within priority groups and want to work: a person who is not in work due to their disability, long-term health condition or disadvantages and feel they need comprehensive tailored employment support to help them identify the right roles for their needs and engage in effective job search towards work.
- In work but at risk of losing employment (and if they lose their job would be unlikely to move back into work without support): a person who is working or self-employed for at least 3 months and is struggling to sustain employment due to their disability, long-term health condition or disadvantages.
- Maintaining Work: a person who has never been in employment or has a track record of struggling to retain jobs/sustain employment due to their disability, long-term health condition or disadvantages.

Participants must benefit from Connect to Work support in at least one of the following ways:

- Comprehensive tailored help: Participant is unlikely to be able to move into/retain paid work without very frequent, comprehensive and tailored support above and beyond standard provision (e.g. IAG, CV and application support) or other national provision including Restart.
- Adaptability: Participant has previously, or is expected to, struggle with learning new skills or adapting to new environments due to their disability, long-term health condition or disadvantages.
- Integration: Participant needs employment support that is integrated with other support for their other needs e.g. health services, probation, social care.
- Job role and workplace: Participants will need employer flexibility to tailor the role and/or workplace to support with their disadvantages or disability or health condition.
- Sustained work: Participant requires/will require significant support to retain work over and above standard reasonable adjustments.

Please see below a diagram provided by WYCA that highlights the eligibility and suitability requirements for participants.



## Outputs and Outcomes

The information below provides an overview of the delivery expectations of the Connect to Work partnership.

Connect to Work delivery will be measured against the following performance measures as set by the DWP.

Output/Outcome	Target	When should this be achieved by?	Notes/definitions
First Earnings (Out of Work participants)	At least 50% of total programme starts	Up to 456* calendar days from the participants start date on programme.	First earnings are any allowable earnings recorded by HMRC PAYE data, notified and paid during the qualifying period.
Lower Threshold Job Outcomes (Out of Work Participants)	At least 40% of total programme starts	Up to 456* calendar days from the participants start date on programme.	Earnings threshold calculation 9 hours x 13 weeks x NLW. Self-employment equivalent to be measured over 13 cumulative weeks
Higher Threshold Job Outcomes (Out of Work participants)	At least 29% of total programme starts	Up to 456* calendar days from the participants start date on programme.	Earnings threshold calculation 18 hours x 26 weeks x NLW. Self-employment equivalent to be measured over 26 cumulative weeks

<p>Higher Threshold Job Outcomes (In Work Participants)</p>	<p>At least 80% of In Work participants to achieve a Higher Threshold job outcome. There is no lower threshold for in work participants</p>	<p>Up to 365 calendar days from the participants start date.</p>	<p>Earnings threshold calculation 18 hours x 26 weeks x NLW Self-employment equivalent to be measured over 26 cumulative weeks.</p>
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\* this can be extended to 638 calendar days from the start date if an extension is approved.

## Support and Guidance

Better Connect are here to offer support throughout the bid process and are committed to providing detailed guidance and personalised support to organisations where it is required.

If you have queries about your organisation's eligibility to apply for this funding, require support completing the form or would like to find out more about Better Connect, please contact a member of the Better Connect Team.

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# Detailed Application Form Guidance

The table below provides an overview of the application form, including the weighting of each question and any maximum word counts. This is included to help you plan the completion of your application form. More detailed guidance is provided below for each question.

The application form has been designed to only ask questions based on your organisation and answers previously provided. For example, if you wish to deliver Connect to Work provision in Bradford, you will only be asked to complete the participant numbers table for that district.

Question weighting by section				
Section 1: For information only				
	No questions in this section for partners to answer. The page provides an overview of who Better Connect are and the Connect to Work opportunity.			Information only, there are no scored questions in this section.
Section 2: Organisation Details				
	To capture information that provides us with organisational information we are likely to need to take this opportunity forward. Organisations who are on Better Connect Approved Delivery Partner list will have less questions to answer than those who are not. This is because we already hold this information. Partners will be asked to confirm that the information held is up to date. Please note, this is an open and competitive opportunity and being on the APL provides no advantage other than not having to provide details to Better Connect that we already hold.			Information only, there are no scored questions in this section.
Section 3: Policies and Assurances				
	It is perfectly acceptable not to have some of the policies and assurances listed below in place. You will not be discounted based on the answer provided in this section but may highlight areas of development. Where organisations identify gaps in policies and assurances, Better Connect can help you to achieve and develop these should they be a mandatory requirement. Organisations who are on Better Connects APL and have confirmed that their information is up to date will have a reduced number of questions to answer in this section			Information only, there are no scored questions in this section.
Section 4: Due diligence				
	This section ensures that your organisation is both eligible and suitable to receive Connect to Work funding. Answers provided in this section may provide grounds for exclusion.			Information only, there are no scored questions in this section.
No	Question	Word count	Type	Additional information
Section 5: Organisational Track record				
This section has been developed to establish your organisations track record of delivering IPS or structured employability support in West Yorkshire. Parts of this section is scored and will help Better Connect make informed decisions when creating this partnership. There are a mixture of scored and information only questions in this section.				
	2 scored questions	600	scored	Used to establish if your organisation will be a good fit for Connect to Work.

	10 Information only questions	N/A	Information only	Mostly single or multiple-choice questions. Designed to add context or frame the scored questions
<b>Section 6: Connect to Work Delivery</b>				
This section has been designed so you can tell us your approach to delivering Connect to Work. It is important that your answers show you understand the delivery model and provide us with the confidence that you can meet the programme requirements. There are a mixture of scored and information only questions in this section				
	6 scored questions	3500	scored	Used to establish if your organisation has a good understanding of Connect to Work and what will be required to successfully deliver this programme.
	9 information only questions	N/A	Information only	Designed to add context or frame the scored questions. Includes a mixture of single and multiple-choice questions and tables to complete.
<b>Section 7: Organisational Compliance</b>				
This section has been designed to help us understand your reporting capabilities; the answers you provide should be specific to the Connect to Work programme.				
	2 Scored questions	1000	scored	Used to establish if your organisation can meet Connect to Work AND Better Connect reporting requirements
	2 information only questions	N/A	Information only	Designed to add context or frame the scored questions. Multiple choice format.
<b>Section 8: Declarations and Permissions</b>				
	All information only			Provides Better Connect permission to include your organisation in the partnership Connect to Work application.

## Scoring Process

All the scored questions will be marked out of 6. The grid below shows how each point is allocated. The detailed guidance for each question will inform you of what we are looking for and will help you to meet the scoring criteria for the question.

Score	
6	Answer exceeds expectations – all key points are answered with additional relevant information provided
5	Strongly meets the requirement
4	Meets the requirements
3	Mostly meets the requirements with minor weaknesses in certain areas
2	Major weaknesses but the answer covers some points. Answer mostly fails the requirements
1	Very little information is provided and has failed on most scoring criteria
0	No answer has been provided for this question

## Top tips

- Make full use of the word count. Word counts indicate the level of detail we are expecting for each question.

- Do not embed links to additional information – we are unable to follow these or consider the content in scoring the question.
- Use the guidance document – each bullet point indicates what we would like you to cover in each question.
- If you are unsure, have any questions especially around eligibility and suitability please do get in touch. We are here to help.

## Application Form – Detailed Guidance

### Section 1: Organisational Details

Organisations who are named on Better Connects Approved Delivery Partner list (APL) will have less questions to answer in this section as some of the information is already held on file at Better Connect.

Please note that it is **NOT** a mandatory requirement for organisations to be named on this list to be eligible to apply to be included in this Connect to Work partnership application.

If you are not currently named on our APL but wish to be, please complete the MS Forms questionnaire by following this link <https://forms.office.com/e/wZ7dnRYmz5>, please note this is a live form and can be completed at a time that is convenient for you. It has no weighting/bearing on the Connect to Work partnership applications that are received.

#### ***The purpose of asking these questions:***

- It helps us to assess the eligibility and suitability of each organisation that applies
- It helps us to learn a little bit about organisations that are new to us
- It helps you meet some of the additional due diligence requirements should your application be successful with your application, allowing you to focus on the implementation and mobilisation of Connect to Work.
- It supports Better Connect with impact and evaluation of the Connect to Work
- Funder requirements

### Section 2: Policies and Assurances

It is perfectly acceptable not to have some of the policies and assurances listed in the applications form. Not having these will not prevent you from being eligible to access Connect to Work funding but may highlight areas of development. If you identify gaps in your organisations policies and assurances, please speak to a member of the Better Connect team who can help and support you to get these in place.

Please note that a Safeguarding and Protecting Children policy is only required if you intend to work with 16- and 17-year-olds as part of the provision you offer.

All organisations must name a Data Protection Officer (DPO), this is a mandatory requirement as all projects will collect and store personal information relating to the participants in receipt of your project provision. The DPO has overall responsibility for ensuring that all data is handled and stored in line with Data Protection and GDPR regulations.

Better Connect will provide a Privacy Notice to be shared with all participants, that details how their personal information is collected, stored and used for the purposes of Connect to Work. A DPIA (Data Protection Impact Assessment) has also been completed.

All organisations must have a Dedicated Safeguarding Lead, ideally qualified to level 3. The DSL has overall responsibility for ensuring staff delivering provision are suitably checked (DBS) and trained and clear escalation procedures are in place.

### Section 3: Due Diligence

Please ensure you answer all the questions listed in this section honestly. Often the questions asked are used as grounds for exclusion.

If you declare, something in this section that could potentially exclude you from receiving funding for Connect to Work delivery, please ensure you provide us with detailed mitigation information that we can apply to your application. It may be that we need to discuss details with you in more depth and if this is the case we will

contact you to arrange a phone or Teams call. It is important that we collect all necessary information before a decision regarding awarding can be made.

Conflicts of interest could include;

- Being related to or having a strong personal connection with a member of the Better Connect Team
- Being a member of the Better Connect Board of Directors or a member of the Better Connect Team being one of your directors/trustees.

If you declare having performance related issues in the past, please take the opportunity to tell us the following;

- What lessons have you learned and how will you apply these to this project?
- Were there mitigating circumstances that lead to this?
- What systems/processes/resources have you put in place to prevent this happening again?
- If you are successful with your application, what support would you need from Better Connect to keep delivery on track?

### Section 5: Organisational Track Record

The guidance provided in this section will help you to fulfil the scoring requirements for each scored question. Please ensure that the answers you provide as a minimum meet the bullet points listed for each.

***Are you currently delivering structured employability provision in West Yorkshire?***

***Single choice question: Yes/No***

Examples of structured employability includes but is not limited to:

- WorkWell
- Trailblazer
- Supported Employment
- IPS and/or SEQF
- Any other employability support

***Please provide a summary of the provision you are delivering and where it is being delivered.***

***Free text box: 300 Words***

Please ensure your answer covers the following:

- The names of the employability projects or programmes you are currently delivering
- A brief overview of the type of provision you are providing
- Where the projects are being delivered – districts, towns, communities
- Is the delivery place based, outreach or both
- Why you think these projects or programmes provide you with the skills and expertise required for delivering Connect to Work.

***How are you predominantly delivering this provision?***

***Single choice question: Please pick one of the 3 available options.***

***Are you currently delivering (or have you delivered in the past) IPS provision?***

***Single choice question: Yes/No***

***Please provide details of this provision?***

***Free text box: 250 words***

Please include:

- A summary of the provision
- Region, district and community.
- Please include the name of the contract and funder.

***Do you have a fidelity rating for IPS delivery?***

***Single choice question: Yes/No***

***Please provide details of the project this rating is in relation to and when it was awarded.***

<b>Free text box: 300 words</b>
<p>Please ensure your answer covers the following:</p> <ul style="list-style-type: none"> <li>• Name of the project/programme</li> <li>• Overview of the project/programme</li> <li>• Where the project/programme was/is being delivered</li> <li>• Who the project/programme is funded by</li> <li>• When this rating was awarded</li> <li>• Actions taken/improvements made as a result of the assessment and subsequent rating awarded.</li> </ul>
<p><b>How would you rate your knowledge and/or experience of delivering IPS provision?</b>  <b>Rating 1 – 5, 1 no knowledge/experience and 5 being experts.</b></p>
<p><b>SCORED QUESTION</b>  <b>Please provide a rationale for the rating given for the question above.</b>  <b>Free text box: 500 words</b></p>
<p>Please ensure the following points are covered in your answer:</p> <ul style="list-style-type: none"> <li>• Why you have given this rating</li> <li>• Detail what specific IPS knowledge and/or experience your organisation has</li> <li>• Please include the skills, experience and qualifications of delivery staff who are likely to be delivering Connect to Work in West Yorkshire</li> <li>• What steps are you going to take to ensure that you can maintain or improve (where relevant) this rating over the course of the programme.</li> <li>• What key lessons have you learned to date that are relevant to the delivery of IPS?</li> </ul>
<p><b>Do you consider your organisation to be locally embedded in West Yorkshire communities?</b>  <b>Single choice question: Yes/No</b></p>
<p>Better Connect specialises in creating partnerships that utilise the expertise of local organisations supporting West Yorkshires mission to provide place-based provision delivered by local partners. Organisations who are embedded in the local communities will be prioritised in the creation of this partnership. HOWEVER, we will welcome applications from organisation who are outside of the region and will consider including these organisations in the partnership where they are best placed to deliver Connect to Work support.</p>
<p><b>SCORED QUESTION</b>  <b>If Yes, Please provide details below</b>  <b>Free text box: 500 words</b></p>
<p>For organisations who consider themselves to be locally embedded, please ensure you cover the following:</p> <ul style="list-style-type: none"> <li>• Which communities are you embedded within</li> <li>• Do you have a physical base in this/these communities</li> <li>• What services do you offer within these communities</li> <li>• How long have you been engaging with these communities</li> <li>• How will your positioning in these communities help you to fulfil Connect to Work requirements</li> </ul>
<p><b>SCORED QUESTION</b>  <b>If No, How do you intend to embed your organisation into West Yorkshire Communities to deliver Connect to Work support?</b></p>
<p>For organisations that do not consider themselves to be locally embedded, please ensure you cover the following:</p> <ul style="list-style-type: none"> <li>• Which communities/areas have you identified as possible delivery areas for Connect to Work – be specific</li> <li>• Why have these communities/areas been identified as potential priority delivery areas?</li> <li>• How do you intend to engage and build connections with people in these communities</li> <li>• Where do you intend to deliver Connect to Work provision from</li> </ul>

**Please provide 2 relevant programme/contract examples that evidences your organisation's ability to meet the requirements of Connect to Work**

**Table: Please ensure all fields are completed. Fields that are not relevant to your programme example please mark with N/A**

## Section 6: Connect to Work delivery

The guidance provided in this section will help you to fulfil the scoring requirements for each scored question. Please ensure that the answers you provide as a minimum meet the bullet points listed for each.

**Please indicate from the list below, which priority groups your organisation will engage through Connect to Work.**

**Multiple choice: please select all that apply.**

This is the exhaustive list of priority groups as identified by the DWP. People that do not fit in these priority groups will not be eligible to receive Connect to Work support. Please refer to page 6 of this guidance for more information about eligibility and suitability of participants.

### **SCORED QUESTION**

**How and why have you identified this/these cohorts to support through Connect to Work?**

**Free text box: 500 words**

Please ensure the following points are covered in your answer to this question:

- How have you identified this/these cohort(s) as a priority group?
- Why do you believe your organisation is best placed to provide support to this/these cohort(s)?
- What experience do you have of engaging and working with this cohort
- Do you have any stats or data that supports the need for this support specific to the cohort(s) identified.
- How do you ensure that caseloads are well managed to 'avoid bottle necking'

**If successful, which district will your Connect to Work delivery take place?**

**Multiple choice: Please select all that apply.**

### **SCORED QUESTION**

**Please indicate where in the districts identified above that delivery will take place**

**Free text box: 500 words**

Please ensure the following points are covered in your answer to this question:

- Please include the names of the towns/villages/communities where delivery will take place
- How and why have you identified these areas?
- Will the provision you offer be place based or outreach?
- Where will Connect to Work be delivered from?
- If you have selected more than one district – please indicate which areas would be your preferred delivery areas and why

**Please indicate in the table below the number of Connect to Work participants you anticipate working with throughout the lifetime of the project.**

**Table: Please complete all fields.**

**A table will need to be completed for each district selected in the previous question**

Please ensure you consider that caseloads per full time employment specialist cannot exceed 25 active participants at any one time. This will be closely monitored through Fidelity assessments and programme management.

In line with the National Connect to Work initiative we anticipate 15% of participants being in-work and 85% out of work.

There is no obligation to work with both cohorts, however please do make it clear in your application why you would be best placed to work with one or the other.

**Please indicate in the table below the number of staff/roles your organisation will dedicate to delivering Connect to Work. Please note these are in addition to the FTE Employment Specialists detailed in the table(s) above.**

**Table: Please complete as required**

Please consider what additional roles you will need to dedicate to the delivery of Connect to Work.

Please consider:

- Support staff/management
- Administration
- Alignment with fidelity

The information provided here will help us to gauge the capacity, capability and resources your organisation is able to dedicate to delivering Connect to Work provision.

**Will you need to recruit for staff resource to deliver this programme?**

**Single choice question: Yes/No**

**How many staff will you need to recruit?**

**Free text box: please provide a number or a proportion**

**Please upload the staff details spreadsheet.**

**Attachment: Template Provided (mandatory)**

Please ensure that this information is submitted on the spreadsheet template provided by Better Connect. Information provided here will help us with the budgeting exercise required to be submitted with our wider application.

These budgets are NOT set in stone. If we are successful with our application, we will enter a negotiation stage that explores both budgeting and profile allocations.

**Please confirm that you can provide in person Connect to Work support.**

**Single choice question: Yes/No**

The delivery of the programme must be participant led and therefore some participants may prefer face-to-face and others virtual support. There is an expectation that all initial assessments are completed in person. It is unlikely that we will be able to contract with organisations that solely offer online support.

**SCORED QUESTION**

**How do you intend to triage potential participants, ensuring that they are referred into the right type of employability support?**

**Free text box: 500 words**

Please ensure that you include the following in your answer:

- How you intend to confirm eligibility and suitability for potential participants
- How will you embed a 'no wrong door' approach for potential participants seeking employability support?
- Awareness of other employability programmes in the region
- Provide at least one example of when a participant would be eligible and suitable for Connect to Work and one example of when they would not. What provision would you refer them into instead?
- How will you work with other delivery partners within the partnership and other external employability service providers?

**SCORED QUESTION**

**Describe your approach to delivering the Supported Employment Model. Ensure all 5 stages of the model are included in your answer.**

**Free text box: 1000 words**

Please ensure you include the following:

- Your approach to **engagement** – this should include how you will build relationships with local services and referral routes as well as your approach to the initial meeting to be held with potential participants.
- **Vocational Profiling** and the development of a Vocational Action Plan

- **Employer Engagement** particularly how you will proactively engage employers to build a diverse range of employment opportunities AND how you will support these employers to recruit and retain Connect to Work participants.
- **Job Matching** – considerations should be given for how you would support both out of work and in work participants.
- **On and Off the job support** – what will this needs based look like?

Consideration should be given to participants who are seeking self-employment support (from both an engagement and retention perspective)

***With which sectors do you have strong employer links? Please select all that apply.***  
***Multiple Choice***

**SCORED QUESTION**

***Please describe your approach to employer engagement and support offered to employers specifically in relations to Connect to Work West Yorkshire.***

***Free text box: 500 words***

Please ensure your answer contains the following:

- Links to any industries/sectors identified in the question above
- Relevance to West Yorkshire
- Who are your connections and how these are relevant to Connect to Work - Please provide specific examples
- Your approach to engaging employers and maintaining relationships with them
- Support offered to employers – what is it, how does it benefit both the employer and participants

**SCORED QUESTION**

***Please describe your approach to coordinating access to integrated health and other services.***

***Free text box: 500 words***

- What local/regional services are you connected to that you could support Connect to Work participants to access? Please ensure that your answer is linked to the specific districts and towns where you have identified that Connect to Work delivery will take place.
- How will your organisation integrate with health and other support services.
- How will accessing additional services be of benefit to your Connect to Work participants?
- What challenges have they previously faced in engaging with these services?
- How will you ensure that coordinating access to these services will not detract from delivering IPS provision and that the provision you are offering stays aligned with the Supported Model for Employment?

**Section 7: Organisational Compliance**

The guidance provided in this section will help you to fulfil the scoring requirements for each scored question. Please ensure that the answers you provide as a minimum meet the bullet points listed for each.

***Please confirm using the list below that you can provide the financial information required to evidence spend on this project.***

***Multiple choice: Please select all that apply***

Please note, that this is not an exhaustive list. Should your application be successful, Better Connect will provide you with a comprehensive list of costs that can be claimed through this project.

***The Connect to Work payment model has not yet been confirmed, please confirm which payment model options are manageable for your organisation.***

***Multiple Choice: Please select all that apply***

How payments are made to delivery partners will be determined by the payment model decided by WYCA. At this stage we do not know what the payment model for this opportunity is going to look like.

Once this is confirmed, we will only be able to take forward organisations that are able to meet the payment model requirements. Knowledge from other Connect to Work initiative across the country has been used to inform questions 1 and 2 of this section.

**SCORED QUESTION**

***How will you ensure compliance with Fidelity?***

***Free text box: 500 words***

Please include the following in your answer:

- What processes do you/will you have in place to support fidelity compliance?
- What understanding and/or experience do you have of fidelity requirements?
- How will you ensure that the ratio of 1:25 employment specialist/participant is always adhered to?
- How will you ensure that you fully adhere to IPS fidelity scales? Please provide assurance that you are fully committed to engaging and co-operating with the Fidelity Assurance system
- How would you identify and address project under performance and non-compliance with fidelity requirements?

**SCORED QUESTION**

***Social Value Contribution: Please describe how your organisation contributes or proposes to contribute to social value through the delivery of Connect to Work IPS support.***

***Free text box: 500 words***

Please include the following in your answer:

- How your delivery will contribute to sustainable growth, including engagement with local suppliers and strengthened employment opportunities across the region.
- How your organisation will create employment, training or work placement opportunities for residents, linked to the delivery of Connect to Work, and how these opportunities contribute to longer term skills development in the area.
- Environmental sustainability, including travel efficiency and carbon reduction
- What specific social value commitments will you make throughout the lifetime of the programme. How will these be monitored and reported?
- Do you have existing systems in place enabling you to report these or is this something you will develop?

**Section 7: Declarations and Signature**

***Please read and confirm all the declaration statements and sign in the box indicated. It is important that the person completing this form has permission and is authorised to apply for this funding opportunity.***

***Application declaration: Please ensure this is submitted with your application on your organisational letter headed paper. Electronic signatures will be accepted.***

**Deadline for applications: Tuesday 23<sup>rd</sup> June 2026, midnight**

To ensure transparency and fairness to all applicants, Better Connect will not answer any questions from individual applicants in relation to the scoring criteria. However, if you have any questions about your organisation's eligibility for the fund or any practical questions about completing the application form, please contact Emma Lyons, Head of Business Development by emailing [elyons@betterconnect.org.uk](mailto:elyons@betterconnect.org.uk)