

Jobs Guarantee – Delivery Partner Application Questions

This document provides a comprehensive list of all questions asked in our Jobs Guarantee Partner application. The form is split into sections and includes a mix of information only and scored questions. This document does not provide applicants with content and scoring criteria for the scored questions – please refer to the ‘guidance for applicants’ document, where this information is provided in detail.

Page 1 – Information Only

No questions for partners to answer. This page provides an overview of the Jobs Guarantee opportunity and an introduction to Better Connect.

Page 2 – Organisation Details

If you are an organisation that is named on Better Connect's Approved Delivery Partner list and your information is up to date, the number of questions you will be required to answer will be reduced, as we already hold this information on file.

Asked to all applicants:

- 1) Organisation Name
- 2) Main Contact Name
- 3) Main contact email address
- 4) Is your organisation on the Better Connect Approved Delivery Partner List (Yes/No)
- 5) Please confirm your organisational information is up to date (Yes/No) – only asked if the answer to question 4 is Yes.

The next questions are only asked if your organisation is not on our APL or you are on our APL and your information is not up to date.

- 6) Organisation Address
- 7) Organisation Phone Number
- 8) Organisation website
- 9) Please tell us a little bit about your organisation (250 words Max)
- 10) Please provide your Company Registration Number (if applicable)
- 11) Please provide your Registered Charity Number (if applicable)
- 12) What is the legal status of your organisation?
- 13) What date was your company registered?
- 14) Are you VAT registered?
- 15) Please provide your VAT registration number (only asked if Yes has been answered for Q15)
- 16) What size organisation are you?

Asked to all applicants:

- 17) Please confirm which area your organisation is based in (single choice)
- 18) Where is your organisation based? (Only asked if 'Other' has been selected for Q17).

Page 3 – Policies and Assurances

The questions in this section have been designed to help us assess whether organisations can deliver services safely, legally, consistently, and in line with Jobs Guarantee expectations. We recognise that organisations will have different levels of organisational maturity and infrastructure. We are committed to a proportionate approach to assurance requirements and encourage applications from VCSE and community-based organisations. Where policies are still developing, Better Connect can provide support where required during programme mobilisation.

Asked to all applicants:

- 1) From the list below, please confirm which of the following policies/assurances your organisation has in place. Please selected all that apply (multiple choice).
- 2) Please confirm which insurances your organisation currently holds. Please select all that apply (multiple choice)
- 3) Who is your organisation's named Data Protection Officer (DPO)
- 4) Who is your organisation's designated Safeguarding Lead (DSL)

The questions below are only asked if your organisation is not on our APL or you are on our APL and your information is not up to date.

- 5) Is your organisation registered with the Information Commissioners Office for processing or intending to process personal data? (Yes/No)
- 6) Please provide your ICO number (only asked if Yes is answered to Q5)

Asked to all applicants

- 7) Is your organisation Cyber Essentials accredited? (Yes/No)
- 8) Please provide detail of any quality standards/marks your organisation holds that would be relevant to the delivery of Jobs Guarantee Provision (Free text: 250 words max)

Page 4 – Due Diligence

This section has been designed to ensure that your organisation is both eligible and suitable to receive DWP funding and deliver Jobs Guarantee provision.

Asked to all applicants:

- 1) Is your organisation in a state of insolvency, voluntary administration, compulsory winding up and receivership, composition with creditors, company voluntary arrangements or subject to equivalent proceedings? (Yes/No)

- 2) Please explain what measures have been taken to demonstrate your reliability despite the existence of relevant and potential grounds for exclusion (only asked if Yes has been answered to question 1)
- 3) Have you or any person who is a member of your administrative management or supervisory body; or has powers of representation or decision control in the organisation been convicted of any of the following:
 - Child labour and other forms of trafficking human beings
 - Corruption
 - Other offences that could prevent your involvement in the delivery of Jobs Guarantee provision
 - Participation in a criminal organisation
 - None of the above
- 4) If you have selected any of the offences above, what measures have been taken to demonstrate your reliability despite the existence of relevant and potential grounds for exclusion? (Only asked if anything other than 'None of the above' have been selected for Q3)
- 5) In the last 3 years have you
 - Been found guilty of grave professional misconduct?
 - Been involved in the distortion of competition?
 - Breached environmental law obligations?
 - Breached social law obligations?
 - None of the above
- 6) If you have selected any of the questions above, what measures have been taken to demonstrate your reliability despite the existence of relevant and potential grounds for exclusion? (Only asked if anything other than 'None of the above' have been selected for Q5)
- 7) Are there any conflicts of interest you wish to declare? (Yes/No)
- 8) Please provide details of any conflicts of interest (only asked if 'Yes' is selected for Q7)
- 9) Have there ever been performance issues relating to previous contracts or grants that you have been awarded? (Yes/No)
- 10) Please explain what measures have been taken to demonstrate your reliability despite the existence of relevant and potential grounds for exclusion (only asked if 'Yes' has been selected for Q9)

Page 5 – Organisational Track Record

For the scored questions, please ensure you refer to the completion guidance provided by Better Connect - this will inform you of the content and criteria used to score these questions.

Asked to all applicants:

- 1) What is your experience of delivering employability/wrap around support to Young People? How will this experience help you deliver Jobs Guarantee provision? (SCORED QUESTION: 500 words)
- 2) Are you currently delivering structured employability provision to Young People aged 18 – 24? (Yes/No)
- 3) Please provide a summary of the provision you are delivering and where it is being delivered. 300 words (Only asked if Yes has been selected for Q2)
- 4) How are you predominantly delivering this provision? (Single choice: Only asked if Yes is selected for Q2)
- 5) Please provide 2 relevant programme/contract examples that evidences your organisations ability to meet the requirements of Jobs Guarantee provision.

Page 6: Jobs Guarantee delivery requests

This section has been designed to capture what your organisation would like to deliver within this Jobs Guarantee partnership. It will help us to assess your organisations capabilities for delivering Jobs Guarantee provision. For the scored questions, please ensure you refer to the completion guidance provided by Better Connect - this will inform you of the content and criteria used to score these questions.

Asked to all applicants

- 1) The young people who will be eligible for the scheme will be a diverse group, and it is expected that they will have more complex needs on average than for other wage subsidy schemes (e.g. Kickstart). From the list below please indicate which barriers your organisation specialises in supporting. (Multiple Choice)
- 2) If other, please state your specialism in the box below. (Only asked if other is selected in Q1)
- 3) If successful, where would your Jobs Guarantee delivery take place? Please select all that apply (Multiple choice)
- 4) Please select all districts where delivery will take place. (Multiple choice) ***This question will be asked for each of the 4 regions you have selected to deliver within.***
- 5) Please indicate where in the districts identified that delivery will take place? 300 words max. ***This question will be asked for each of the 4 regions you have selected to deliver within***
- 6) Do you consider yourself to be locally embedded? (Single choice). ***This question will be asked for each of the 4 regions you have selected to deliver within***
- 7) Is the project you are proposing in this application: (single choice)
- 8) If Yes, please provide details. (SCORED QUESTION: 500 words max)
- 9) If No, how do you intend to embed your organisation into your chosen communities to deliver Jobs Guarantee provision? (SCORED QUESTION: 500 words max)

10) What is your understanding of local labour market conditions? (SCORED QUESTION: 500 WORDS MAX) ***This question will be asked for each of the 4 regions you have selected to deliver within***

11) Participant numbers: Example shown for Lincolnshire ***This question will be asked for each of the 4 regions you have selected to deliver within***

Lincolnshire: Please indicate in the table below the number of participants you anticipate working with. *

	Year 1: November 2026 - October 2027	Year 2: November 2027 - October 2028
Boston Borough		
City of Lincoln		
East Lindsey		
North Kesteven		
South Holland		
South Kesteven		
West Lindsey		

12) Will you need to recruit staff resource to deliver this programme? (Single choice).

13) Please upload the staff details spreadsheet using the Better Connect Template provided. (File upload)

14) Would your organisation be interested in being a Jobs Guarantee Employer? (Single Choice)

Part 7: Jobs Guarantee – How will you deliver?

This section has been designed to capture how you intend to deliver the programme and if your organisation is best placed to meet programme requirements. For the scored questions, please ensure you refer to the completion guidance provided by Better Connect - this will inform you of the content and criteria used to score these questions.

Asked to all applicants

- 1) Please describe your approach to participant support (SCORED QUESTION: 500 words max)
- 2) Please describe your approach to employer engagement, job sourcing and supporting employers to meet the requirements of the programme (SCORED QUESTION: 500 words max)
- 3) With which sectors do you have strong employer links? Please select all that apply. (Multiple choice)

4) If other, please state. (Only asked if Other is selected in Q3)

Part 8 – Organisational Compliance

In order to be included in the Jobs Guarantee partnership, we must be confident that you are able to meet the monitoring requirements as requested by Better Connect and the DWP. Better Connect will provide you with the tools you need to complete monitoring and will provide information and support where it is required.

- 1) Jobs Guarantee provision is funded using an actual cost model, paid quarterly in arrears and upon receipt of evidence of spend. Please confirm that your organisation is able to meet these requirements. (single choice)
- 2) Please confirm using the list below that you are able to provide the financial information required to evidence spend on this project. Tick all you are willing to provide (Multiple Choice)

Page 9 – Declarations and permissions

By confirming the statements below, you are providing assurance that your organisation is both eligible and suitable to be considered for delivering Jobs Guarantee provision.

Asked to all applicants:

- 1) Name of the person completing this form
- 2) Declarations
- 3) Signature