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**Kickstart Scheme**

**North of Tyne Combined Authority**

**Frequently asked questions**

**Q. How long does the process take?**

A. From start to finish, the application process will take between 8-12 weeks. A breakdown of the different stages of the application process can be found here. [link]

**Q. Is there a minimum and maximum number of Placements an employer can take on?**

A. Employers can take on as many placements as they wish. However, all Kickstart applications are expected to provide a quality experience to the young person or people employed and therefore the number of placements per employer is expected to be proportionate to the size of the organisation.

**Q. Do I need to use a Gateway to create my placement/s?**

A. From 3 February 2021, employers no longer need to use a Gateway to create less than 30 placements and can apply directly to the Department for Work and Pensions. Gateways are still available and will provide employers with additional assurance and support to navigate the Kickstart terms and conditions.

**Q. We want to take on multiple Placements, do they have to start at the same time?**

A. No. Placements can start at any point between 1 November 2020 and 31 December 2021.

**Q. If I want to take on Kickstart Placements at different offices around the country, what do I do?**

North of Tyne Combined Authority (NTCA) will only support Kickstart Placements which have a primary location in Newcastle upon Tyne, North Tyneside or Northumberland. For roles which are based outside of the North of Tyne area, please consider applying to an alternative Gateway in the North East. Details can be found via DWP here: [Find a Kickstart gateway to apply for a Kickstart Scheme grant on your behalf](https://www.gov.uk/guidance/find-someone-to-apply-for-a-kickstart-scheme-grant-on-your-behalf)

**Q. Is there an expectation that an employer will provide full time roles after the 6 month Job Placement?**

A. There are no requirements for employers to employ individuals following a Kickstart Placement. However, we encourage employers to consider future opportunities for the individual within their business.

**Q. Are employers able to interview participants who are put forward for a Job Placement?**

A. Yes, employers can conduct interviews or other appropriate selection exercises to before offering a Placement.

**Q. Who is eligible for a Kickstart Placement?**

A. Individuals aged between 16-24 and in receipt of Universal Credit are eligible for a Kickstart Placement and is focused on individuals who are deemed ready for work. This may include graduates but does not include apprentices. Eligibility for Kickstart Placements is managed by DWP. Full details of eligibility can be found here: <https://www.gov.uk/government/collections/kickstart-scheme>

**Q. Are the Combined Authority looking for partners to deliver training to Kickstart participants?**

A. At this stage, NTCA are not inviting organisations to apply to deliver training and services to support the Kickstart Scheme. Please follow NTCA social media for any opportunities that may emerge.

**Q. How will employers be paid for each Kickstart Placement?**

A. The Gateway organisation will be responsible for managing the funding for each Placement. The payment schedule can be found be found in [Annex 3 of the DWP terms and conditions](https://www.gov.uk/government/publications/kickstart-scheme-terms-and-conditions/kickstart-scheme-grant-funding-agreement-terms-and-conditions-for-employers--2#annex-3-payment-schedule)

**Q. How is the £1500 support budget allocated?**

A. The £1500 will be paid once the young person starts the Placement. This funding must be used to cover the costs of setting up the Placement and/ or to support the young person to develop their employability skills during the Placement.

**Please note**

The Kickstart Scheme is a Department for Work and Pensions (DWP) initiative which can be subject to change at the discretion of DWP.

DWP have the right to accept or decline an application from a Gateway. The Combined Authority will inform employers when an application has been made on their behalf and will advise of the status of the application when notification is received from DWP.

The details laid out in this guidance may be revised at any time by NTCA. Any changes will be updated on our website and engaged employers will be informed of any revisions which may affect their application and or placement(s).

For the application to be eligible and processed by DWP all stated criteria must be met.

For successful applications a funding agreement will be required between NTCA and the employer.