



Professional Training Solutions



KICKSTART SCHEME

2020

Kickstart Scheme

Are you an employer who can offer a 6 month placement to someone between the age of 16 -24? If the answer is yes - the government's Kickstart Scheme will fully fund this position!

As part of the government's Plan for Jobs, a new £2 billion Kickstart Scheme will create hundreds of thousands of new, fully subsidised jobs for young people across the country.

The 6 month placements are open to those aged 16-24 who are claiming Universal Credit and at risk of long term unemployment. They will be available across a range of different sectors in England, Scotland and Wales. The job placements should support the participants to develop the skills and experience they need to find work after completing the scheme.

There will also be extra funding to support young people to build their experience and help them move into sustained employment after they have completed their Kickstart funded job.

Employers will receive funding for 100% of the relevant National Minimum Wage for 25 hours a week, plus associated employer National Insurance contributions and employer minimum auto-enrolment pension contributions.

There is £1,500 of funding for each job placement to set up support and training, as well as helping pay for uniforms, DBS, and other setup costs.



Kickstart Scheme

The job placements created with Kickstart funding must be new jobs. They must not:

- Replace existing or planned jobs or vacancies.
- Cause existing employees or contractors to lose or reduce their employment.

The Kickstart Scheme job placements need to have been created just for the Kickstart Scheme and must:

- Be for a minimum 25 hours per week over 6 months
- Be funded by the Kickstart Scheme grant and would not exist without this funding.
- Be paid from the grant money for the 25 hours per week on National Minimum Wage (employers can pay a higher wage and pay for more hours).
- Pay at least the National Minimum Wage for their age group through PAYE.
- Pay the statutory employer duties for the health, safety and welfare for young people, National Insurance and pension contributions.
- Include support for young people to help them get work after they finish their Kickstart Scheme job.
- Not require people to undertake extensive training before they begin the job placement.

Kickstart Scheme

As part of our support, Professional Training Solutions will offer participants the opportunity to develop their skills, which will include:

- Monthly 1:1 support.
- Bespoke programme to the Kickstart participant, which can include sector specific training and qualifications.
- Careers advice, information and guidance.
- Setting goals.
- Opportunity to obtain an Employability Qualification, as well as access to other fully funded sector and job-specific short courses.
- The offer of a programme of basic work skills and Employability qualifications including:
 - Attendance.
 - Timekeeping.
 - Teamwork.
 - Communication.
 - CV preparation.
 - Interview Preparation (including mock interviews).
 - Job Search and Preparation.
- Support into sustained employment/apprenticeship.
- Cost of providing this is £495 plus VAT, to be paid out of the Employer Incentive of £1,500 (which must to be used for the set-up costs, support and training).



Kickstart Scheme

Next steps:

Complete our online Registration Form and register your interest for the scheme with Professional Training Solutions. [Click here to complete the form.](#)

Create your job placement and draft the Job Description. This should include:

- What support will be offered.
- Are you offering training and support in addition to the basic work skills and participant support provided by Professional Training Solutions?
- What candidates need to do to apply for the job placement.

If your application meets the requirements of the scheme, you will receive a letter with a grant agreement. This agreement will include what your company has agreed to provide, and how much funding you will receive from the Kickstart Scheme. You must sign and return your grant agreement, using the details in the letter, before any job placements can begin.

Please start to advertise your vacancy through your normal channels – you may even know someone you would like to recruit that fits the eligibility criteria for this scheme. Professional Training Solutions will advertise your vacancy and screen any applicants. Following an interview, you can choose who to employ.

How is funding paid?

You will receive initial setup costs when you have confirmed the young person has started work, is enrolled on your payroll and is being paid through PAYE. DWP will use information from HMRC to check that the young person is still employed, and will pay the grant in arrears. They may also contact you or the young person during the job placement to check what employability support has been offered. This is to make sure the young person has the best experience from the scheme.

Interested? If you have any queries, please do not hesitate to contact Lucy at Professional Training Solutions on 01483 712945 ext. 310. Alternatively, complete the online registration form and we can start the process.