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**Greater Manchester Combined Authority (GMCA)**

**Education, Work and Skills Flexible Procurement System (FPS)**

**Requirements Matrix Response Document**

**This document is to be completed inconjunction with the Requirements Matrix**

**Document 5.1 – Response Document - Characteristics**

**Characteristics**

|  |  |
| --- | --- |
| Applicants Name |  |

**6.2a – Employment Status**

**Completion notes:**

We are looking for **specific, targeted programmes** you have delivered. A statement of delivery e.g., 20% of attendees were unemployed, will not meet the response requirements.

Question - Please provide evidence of your activity working with each group you have ticked. You must include **both qualitative and quantitative** evidence of **impact and success** in your response.

Please tick all that apply. Please ensure the ticks below match the ticks in the Requirements Matrix Spreadsheet.

|  |  |  |  |
| --- | --- | --- | --- |
| Individual’s status | Description / Definition | √ | Provider Response (between 100-150 words per Individual’s status) |
| Employed | Individual receiving a salary for work undertaken for another organisation |  | **Please insert your word count here** |
| Unemployed | Unemployed individuals include: 1) those who are without a job, want a job and have actively sought work inthe past four weeks, and are available to start work in the next two weeks2) those out of work who have found a job and are waiting to start in the next two weeks |  | **Please insert your word count here** |
| Self-employed | An individual that runs their own business and takes responsibility for its success orfailure |  | **Please insert your word count here** |
| Economically inactive | Individuals who are not in employment, not looking for a job and / or unable to start work. |  | **Please insert your word count here** |
| NEET / at Risk of becoming NEET | Young people who are not in education, employment or training or who are at risk of falling out of education, employment or training. |  | **Please insert your word count here** |
| Individuals at risk or made recently redundant | Individuals who have lost their job, or are at risk of losing their job due to;-the actual or intended closure of a whole business-the actual or intended closure of the business at a particular workplace-a reduction in the need for employees to carry out work of a particular kind. |  | **Please insert your word count here** |

**Characteristics**

|  |  |
| --- | --- |
| Applicants Name |  |

**6.2b – Demographic Considerations**

**Completion notes:**

Please note:

We are looking for any **specific, targeted programmes** you have delivered. A statement of delivery e.g., 20% of attendees were male/ female, will not meet the response requirements.

Question - Please provide evidence of your activity working with each group you have ticked. You must include **both qualitative and quantitative** evidence of **impact and success** in your response.

Please tick all that apply. Please ensure the ticks below match the ticks in the Requirements Matrix Spreadsheet.

|  |  |  |  |
| --- | --- | --- | --- |
| Demographic | Individual | √ | Provider Response (between 100-150 words per Demographic) |
| Young people under the age of 18 | Young people under the age of 18 either in an education or informal setting |  |  **Please insert your word count here** |
| Adults 19 - 49 | Adults in the 19-49 age group |  | **Please insert your word count here** |
| Adults over 50 | Adults in the 50+ age group |  | **Please insert your word count here** |
| People from BAME background | People from all ethnic groups except the White British group, including people from a Mixed ethnic background |  | **Please insert your word count here** |
| Gender and identity | People of and / or identifying as a particular gender, for example courses specifically targeted at people in a particular gender group, for example women, or transgender individuals. |  | **Please insert your word count here** |

**Characteristics**

|  |  |
| --- | --- |
| Applicants Name |  |

**6.2c – Personal Circumstances**

**Completion notes:**

We are looking for any **specific, targeted programmes** you have delivered and, where applicable, this means beyond your statutory requirement to work with the specific cohort.. A statement of delivery e.g., 5% of attendees were recovering from drugs / alcohol, will not meet the response requirements.

Question - Please provide evidence of your activity working with each group you have ticked. You must include **both qualitative and quantitative** evidence of **impact and success** in your response.

Please tick all that apply. Please ensure the ticks below match the ticks in the Requirements Matrix Spreadsheet.

|  |  |  |  |
| --- | --- | --- | --- |
| Personal Circumstance | Individual Characteristic | √ | Provider Response (between 100-150 words per Circumstance) |
| Young people in care and care leavers | Individuals who are currently or have spent time in care. Such care could be in foster care, residential care, or other arrangements outside the immediate or extended family. The care could have been provided directly by the state (mainly through local authority social services departments) or by the voluntary or private sector (e.g. Barnardo’s, The Children’s Society and many others). |  | **Please insert your word count here** |
| Carers | An individual with caring responsibilities for others such as elderly parent, child with disabilities or partner with long term health condition for  |  | **Please insert your word count here** |
| Lone parents | Parent or guardian not in a co-habiting relationship with a dependent child under 16 |  | **Please insert your word count here** |
| Military Veterans | Any individual who has served for at least one day in Her Majesty's Armed Forces (Regular or Reserve) or Merchant Mariners who have seen duty on legally defined military operations. (Source Armed Forces Covenant) https://www.armedforcescovenant.gov.uk/wp-content/uploads/2016/02/Veterans-Key-Facts.pdf) |  | **Please insert your word count here** |
| People in custody and ex-offenders | Individuals currently detained pre or post a trial / sentencing or an individual with any kind of historical criminal record (ex-offender).  |  | **Please insert your word count here** |
| People with long term health conditions (mental and/or physical) | People with a long term health condition that is:\* A health problem that requires ongoing management over a period of years or decades\* One that cannot currently be cured but can be controlled with the use of medication and/or other therapies |  | **Please insert your word count here** |
| People with disabilities | Individuals with a physical or mental impairment, which has a substantial and long-term adverse effect on the person's ability to carry out normal day-to-day activities. |  | **Please insert your word count here** |
| Young people with an EHCP | Young people up to the age of 25 who have an education, health and care plan. This identifies educational, health and social needs and sets out the additional support required to meet those needs.  |  | **Please insert your word count here** |
| Recovery Drugs / alcohol | Individuals who are in the process of recovery from addiction to drugs and/or alcohol |  | **Please insert your word count here** |
| Homeless | Individuals who don't have a home and fit one of the below categories:\* sleeping on the streets\* staying with friends or family\* staying in a hostel or bed and breakfast hotel\* living in overcrowded conditions\* at risk of violence in the home\* living in poor conditions that affect health.\* living in a house that is not suitable because of sickness or disability. |  | **Please insert your word count here** |