

# Newcastle Fund Round 13 – Monitoring Form

|                      |  |
|----------------------|--|
| Name of Organisation | The Recruitment Junction   |
| Name of Project      | Salary costs for a specialist ex-offender Recruitment Consultant |
| Reference            | NFR13\100058   |

**Quarter** - Click or tap here to enter text.

## Section 1 - Financial Information

|                                       |          |
|---------------------------------------|----------|
| 1.1. <u>Round 13 Grant Spend</u>      |          |
| 1.1 Amount of grant awarded in total  | £21171   |
| 1.1 Amount of grant spend to date     | £21171   |
| 1.1 Amount of grant spend this period | £5292.75 |

**If any amendments are required for payment, please detail below.**

N/A

**I understand that the above amendments will be reflected in the next payments as appropriate. N/A (Please indicate YES)**

**Tick here if no amendments are to be made:**

**1.2 Please detail below how you have spent this period's award against your allocation. (Maximum 500 words)**

The award was intended to cover part of the salary (plus on-costs) for one of our specialist Recruitment Consultants. The entire award in this quarter was used for this purpose.

| Description  | Total received from Newcastle fund this period (£) | Total Spend this period (£)        |
|--|--|------------------------------------|
| <b>Frontline staff costs (salaries plus on costs recruitment training, travel expenses)</b>            | £5292.75   | £5292.75                           |
| <b>Management / Admin staff costs (salaries plus on costs, recruitment, training, travel expenses)</b> | £ Click or tap here to enter text.                 | £ Click or tap here to enter text. |
| <b>Overheads (rent, utilities, marketing, venue /equipment hire)</b>                                   | £ Click or tap here to enter text.                 | £ Click or tap here to enter text. |
| <b>Equipment purchased.</b>  | £ Click or tap here to enter text.                 | £ Click or tap here to enter text. |
| <b>Other</b>   | £ Click or tap here to enter text.                 | £ Click or tap here to enter text. |

## **Section 2 – Service Delivery Programme**

### **2.1 Summary of service delivery**

Provide a statement explaining the quantity and quality measures you have in place to capture outcomes.

**We have invested in a specialist recruitment CRM system which allows us to record, in a data-secure manner, every interaction with our candidates and employers. This allows us to track, amongst other things: how many candidates have been referred to us, and how many of those have then chosen to fully engage with our services; the progress of each candidate through their journey to employment, for example, when we have prepared their CV and disclosure statement, their progress in gaining interview practice, and their success in obtaining any vocational skills training needed; all interviews gained with employers and the outcome of those interviews; and how many candidates have gained jobs, and the job retention rates. To ensure sustainability, we keep in regular contact with both employees and employers during the first 6 months of employment, recording their progress in our CRM system. This regular contact would also highlight any instances of re-offending, which would be recorded.**

|  |  |
|--|--|
|  | What are the differences your project has made based on the information provided in your original Fund application and the aims and outcomes identified.   |
| <b>Outcome 1</b><br><br>Maximum<br>(200 words) | Our target was to work with 75 candidates per year, 50 of whom would be placed into paid work, with 65% of these still employed after 6months. In Q4 we worked with 34 candidates (92 to date) living in the Newcastle City Council area, of which 30 have so far been placed into work (51 to date). We continue to work with the other candidates, some of whom are likely to be placed into employment in the coming months. We are only able to measure the job retention rate for those candidates placed in Q1 & Q2, as we need to wait for 6 months after placement. However for the 11 candidates placed in Q1 & Q2, 7 of them (64%) are still employed. |

|  |   |
|--|---|
| <b>Outcome 2</b><br><br>Maximum<br>(200 words) | <p>Our target was that 70 candidates per year would have a positive education or training outcome within six months of engaging with us. To date, 60 candidates have received a positive education or training income. Note that as this target can only be fully measured after 6 months, we are not yet able to report on this for the latest cohort of candidates.</p> |
| <b>Outcome 3</b><br><br>Maximum<br>(200 words) | <p>Our target was that 75 candidates each year will achieve a practical employability outcome (updated CV, reworked disclosure letter, mockinterview practice) within 3 months of engaging with our services. Of the 34 candidates we have engaged in Q4, all 34 received a practical employability outcome (92 to date).</p>   |

**2.2** Please detail below the outputs relating to the service for this period. Please indicate how many beneficiaries came from the following wards (please insert numbers below)

| Ward                                     | Number of beneficiaries |
|--|-------------------------|
| • Arthurs Hill                           | <b>3</b>                |
| • Benwell and Scotswood                  | <b>3</b>                |
| • Blakelaw                               | <b>2</b>                |
| • Byker                                  | <b>0</b>                |
| • Callerton and Throckley                | <b>2</b>                |
| • Castle                                 | <b>1</b>                |
| • Chapel                                 | <b>0</b>                |
| • Dene and South Gosforth                | <b>0</b>                |
| • Denton and Westerhope                  | <b>2</b>                |
| • Elswick                                | <b>0</b>                |
| • Fawdon and West Gosforth               | <b>3</b>                |
| • Gosforth                               | <b>0</b>                |
| • Heaton                                 | <b>0</b>                |
| • Kenton                                 | <b>1</b>                |
| • Kingston Park South and Newbiggin Hall | <b>2</b>                |
| • Lemington                              | <b>1</b>                |
| • Manor Park                             | <b>2</b>                |
| • Monument                               | <b>3</b>                |
| • North Jesmond                          | <b>0</b>                |
| • Ouseburn                               | <b>2</b>                |
| • Parklands                              | <b>2</b>                |
| • South Jesmond                          | <b>1</b>                |
| • Walker                                 | <b>2</b>                |
| • Walkergate                             | <b>1</b>                |
| • West Fenham                            | <b>0</b>                |
| • Wingrove                               | <b>1</b>                |

|  | Male      | Female   | Prefer not to say                | Prefer to self-identify          | Total                            |
|--|-----------|----------|----------------------------------|----------------------------------|----------------------------------|
| <b>2.3 Total number of beneficiaries directly supported in this monitoring period.</b> | <b>33</b> | <b>1</b> | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| <b>2.4 Total number of beneficiaries directly supported to date.</b>                   | <b>86</b> | <b>6</b> | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

N.B please note, the number of beneficiaries identified by gender should not exceed the total beneficiaries' amount.

**2.5** Please identify how many beneficiaries from the following groups have been supported during this period. Each group total should represent unique individuals, but an individual beneficiary may be counted in more than one group (*for instance a person aged between 13 to 18 with a disability may be counted in two groups*):

|   |                                  |  |                                  |
|---|----------------------------------|--|----------------------------------|
| Children (under 12)                         | Click or tap here to enter text. | Homeless people                                  | Click or tap here to enter text. |
| Young people aged 13 to 18                  | Click or tap here to enter text. | Long term unemployed                             | 11                               |
| Adults aged 19 to 64                        | 34                               | People living in poverty                         | 0                                |
| Ethnic minorities                           | 6                                | Victims of crime/violence/abuse                  | 1                                |
| Older people (over 65 years)                | Click or tap here to enter text. | Lesbian, gay, bisexual, transgender people       | Click or tap here to enter text. |
| Disabled people                             | 3                                | Not in education, employment and training (NEET) | 2                                |
| Carers                                      | 4                                | People with alcohol/drug addictions              | 9                                |
| Families/parents/lone parents               | 21                               | People with mental health issues                 | 9                                |
| Ex-offenders/Offenders/At-risk of offending | 34                               | Refugee/asylum seekers                           | Click or tap here to enter text. |
| People with other health conditions         | 0                                | Other (please specify below)                     | Click or tap here to enter text. |

Please specify if you answered 'Other' above.

Click or tap here to enter text.

**Please attached to your email response any documents showing examples of cases studies and other supporting information for your project outcomes.**

### **Section 3 – Declaration**

On behalf of the provider organisation, I confirm that the information contained in this form is true and correct and had been approved by the Management Committee.

|                                 |                              |
|---------------------------------|------------------------------|
| <b>Signature</b>                | [REDACTED]                   |
| <b>Position in Organisation</b> | Finance & Operations Manager |
| <b>Date</b>                     | 10/04/24                     |