**ESF 2014-20 Programme Commissioning Template (YEI)**

|  |  |
| --- | --- |
| **PROGRAMME NAME:** |  |
| **STRAND** |  |
| **ACTIVITY** |  |
| **PROPOSED OPT-IN** | **Skills Funding Agency**  **(Other – please specify)** |

**Part 1: High level programme proposal**

|  |
| --- |
| **1. PROGRAMME DESCRIPTION**  **Please describe the provision you wish to put in place, including the main drivers, aims and objectives and brief outline of the delivery model.** |
|  |

|  |
| --- |
| **2. RATIONALE FOR INTERVENTION**  **Please set out evidence of need, gap being addressed, complementarity with mainstream provision.** |
|  |

|  |
| --- |
| **3. TARGET GROUP(S)**  **Please describe the target group(s), any eligibility criteria and/or restrictions.** |
|  |

|  |
| --- |
| **4. GEOGRAPHY**  **Please detail the geographic coverage of the programme and indicate proposed contract level geography e.g. JCP district, YPES cluster, Functional Economic Area etc.** |
|  |

|  |
| --- |
| **5. PROVISION TERM**  **Please indicate the proposed duration of the programme and estimated start and end dates.** |
|  |

|  |
| --- |
| **6. VOLUMES & KEY OUTCOMES**  **Please indicate the volume of participants to be supported by the programme and list the key outcome(s) e.g. 26 week sustained education, employment or training.** |
|  |

|  |
| --- |
| **7. INDICATIVE BUDGET**  **Please provide details of the estimated budget for this intervention and a broad indication of the payment model to be used.** |
| **To be completed by the YEI Planning Group / EPMU** |

**Part 2: Detailed Requirements (worked up following in-principle agreement by LEP)**

|  |
| --- |
| **8. OUTPUT AND OUTCOME VOLUMES**  **Please indicate the proposed volumes of outputs and outcomes and the basis for these estimates e.g. unit cost benchmarks and conversion rates.** |
| **To be completed by the YEI Planning Group / EPMU**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **2015** | **2016** | **2017** | **Total** | | **Output 1** |  |  |  |  | | **Output 2** |  |  |  |  | | **Outcome 1** |  |  |  |  | | **Outcome 2** |  |  |  |  | | **Outcome 3** |  |  |  |  | | **Total** |  |  |  |  | |

|  |
| --- |
| **9. PROGRAMME BUDGET** |
| **To be completed by the YEI Planning Group / EPMU**  **Please provide details of the required funding for this programme.**   |  |  |  |  | | --- | --- | --- | --- | | **2015** | **2016** | **2017** | **Total** | |  |  |  |  | |

|  |
| --- |
| **10. DELIVERY MODEL**  **Please detail any specific requirements in relation to the project delivery model.** |
| **To be completed by the YEI Planning Group / EPMU** |

|  |
| --- |
| **11. CONTRACT VOLUMES**  **Please provide an estimate of contract volumes and anticipated average contract size.** |
| **To be completed by the YEI Planning Group / EPMU** |

|  |
| --- |
| **12. FUNDING MODEL**  **Please describe the proposed funding model for this provision.** |
| **To be completed by the YEI Planning Group / EPMU** |

|  |
| --- |
| **13. PROCUREMENT**  **Please detail any particular requirements around procurement of the provision e.g. method, stages, timeframe etc.** |
| **To be completed by the YEI Planning Group / EPMU** |

|  |
| --- |
| **14. SIZE & VOLUME CONTRACTS**  **Please provide an estimate of number of contracts and contract value** |
| **To be completed by the YEI Planning Group / EPMU** |

|  |
| --- |
| **15. SCORING FRAMEWORK – KEY CRITERIA**  **Please detail any key criteria to be incorporated into scoring framework.** |
| **To be completed by the YEI Planning Group / EPMU** |

|  |
| --- |
| **16. STRATEGIC FIT & COMPLEMENTARITY WITH OTHER OPT-IN PROVISION UNDER THIS THEMATIC OBJECTIVE/PRIORITY**  **[Possibly more of an internal sense check for EPMU to do at either Stage 1 or Stage 2 to look at overall programme fit].** |
| **To be completed by the YEI Planning Group / EPMU** |