



## TENDER FOR FINANCIAL CAPABILITY SUPPORT FOR MOTW PARTICIPANTS

### Background

Moving On Tyne & Wear (MOTW) is an employability programme funded by The National Lottery Community Fund (TNLCF) and European Social Fund (ESF), working with unemployed people across Tyne & Wear who are aged 18+ and who have either a physical or mental health barrier (or both) that they feel is keeping them from employment.

MOTW is led by Mental Health Concern and works with 8 other partners to support participants to address their health barriers and move towards and into training, education, employment, self-employment or job search.

MOTW started in April 2017 and is scheduled to close in June 2023.

MOTW is structured into 5 locality teams across the region, with Navigators who work with participants on a one-to-one basis, creating a bespoke action plan based on their previous experience, current situation and future goals. MOTW does not treat health barriers but rather helps participants to navigate around the appropriate support services to address their issues, and the same time support them with actions that will move them closer to the job market (for example build CV's, support online job applications, prep for interviews etc).

MOTW has a Pathways Project, which replicates this core delivery for people with Autism and/or Lifelong Learning Disabilities or Difficulties.

To date, over 2600 participants have started on MOTW. Of these, 533 have moved into education or training, 386 have moved into employment or self-employment, and 208 have been supported to job search independently.

Historically MOTW was a face-to-face service, with Navigators meeting participants on a weekly or fortnightly basis to review their progress against the action plan and carry out any further employment related activities. However, from mid-March MOTW moved to working remotely and all participant contact was undertaken via telephone, text, email or video call as agreed with each participant on a case-by-case basis.



Since July 2021, MOTW has started to move back to some face-to-face appointments where appropriate and now works with a blended remote and face to face delivery approach.

## Requirements

During the pandemic, more and more participants presented with financial worries, confusion around their benefits and / or concerns about the impact employment may have on their income. As a result, Financial Capability support was procured from November 2020 to October 2021 and has been well received by both staff and participants on MOTW, however as that contract has now come to an end MOTW is required to undertake a further procurement exercise for Financial Capability support to continue on programme.

Alongside the above, the removal of the Universal Credit uplift recently is having an impact on MOTW participants and this support is critical to the success of their ongoing employability journey.

Therefore, MOTW is looking to procure Financial Capability provision as follows:

Time Frame	12 Months (01.01.2022 – 31.12.2022)
Hours Per Week	22.5 (including at least 12.5 hours direct participant contact time)
Delivery Method	Face to Face or Remote or Both (as agreed with participants on a case-by-case basis)
Types of Support	To include (as required / agreed with participants on a case-by-case basis): <ul style="list-style-type: none"> <li>• Financial Assessments</li> <li>• Budgeting and Financial Planning</li> <li>• Debt Advice / Orders</li> <li>• Universal Credit / PIP Advice</li> <li>• Housing Support Advice</li> <li>• Other Benefits Advice</li> </ul>



	<ul style="list-style-type: none"> <li>• Impact of Employment on Benefits</li> </ul>
System / Reporting Requirements	<p>Electronic participant records to be maintained with appointment date, details and outcome, verified by participant, on the MOTW Management Information System.</p> <p>Regular contact with MOTW Navigators to ensure participants are engaging / attending appointments and to confirm outcome and closure of support.</p> <p>A Data Sharing Agreement will be put in place as required in line with GDPR UK.</p>
Budget	Up to a Maximum of £22,500

### Submission Details

Interested parties should submit bids to [nicola.barracclough@motw.org.uk](mailto:nicola.barracclough@motw.org.uk) by 5pm on Friday 26<sup>th</sup> November 2021.

In the meantime, to discuss this tender further please contact Nicola Barracclough on 0191 217 3206 or at the email address above.

The contract for Financial Capability Support will be awarded based on the ability to provide the support outlined above and value for money.