

## **techUK/Reed Kickstarter Scheme Question and Answer Document**

### **What does the Kickstarter funding cover?**

The funding covers 100% of the National Minimum Wage (or the National Living Wage depending on the participants' age) for 25 hours a week for 6 months. It also covers associated employer national insurance contributions and employer minimum automatic enrolment contributions.

### **Can the Kickstarter work for more than 25 hours a week?**

Yes, the Kickstarter can work for more than 25 hours a week and you may also pay them a higher salary but the funding will only cover 25 hours on the National Minimum Wage or National Living Wage depending on the participants' age.

### **How will we receive the funding for our Kickstarter?**

The funding for the Kickstarter will be sent to Reed as our Gateway partner and Reed will reimburse you via the bank details you provide. Wages are re-imbursed at week 6 and monthly thereafter (see Employer process Flow)

### **Are there any limitations of the number of Kickstarters we can apply for?**

There are no restrictions on the number of Kickstarters you can apply for, however, you do need to ensure you can provide each Kickstarter with the necessary support and training to help them develop their skills. You are therefore advised to consider how many placements you can realistically support within your organisation. The scheme runs until December 2021 and you may apply for more places during this time.

### **What happens once our application for a Kickstarter has been approved?**

Once your Kickstarter application has been approved, you will be informed by Reed. Work coaches at Job Centre Plus will use the job description you provide to identify potential candidates for the placement. You will then be sent a number of referral emails confirming which candidates have been 'matched' to your vacancy. Some but not all of the 'matched' candidates may apply directly and you can select who you wish to interview. Once you have completed your interviews and a suitable candidate has been identified, you must inform DWP, copying REED as well as the candidate of your decision, using the original referral email to respond.

### **Will the Kickstarter be an employee on our company payroll?**

Yes, the successful candidate will be an employee of your company and you will need to issue them with a fixed-term employment contract setting out the terms of the placement with you. They must also be enrolled on your Company payroll.

### **Can we fill one of our current vacancies with a Kickstarter?**

No, placements for which funding is provided under the Kickstarter Scheme must be new roles. They cannot replace vacancies or result in a reduction in work or hours of existing employees, apprentices or contractors.

### **Can we receive Kickstarter funding if we source our own candidates for the placement?**

No. You will only receive funding for candidates who are shortlisted for your role by the work coaches at Job Centre Plus as part of the Kickstart Scheme and who you subsequently engage for the placement.

### **What is expected of us as an employer of a Kickstarter?**

The aim of the Kickstarter Scheme is to provide the young person with the skills and experience to become more employable. You are therefore expected to help the Kickstarter to develop their skills through providing meaningful work experience and training. Training

provided can be on the job training and if appropriate, training courses. You could also give advice on aspects such as writing a CV, preparing for interviews etc. A key benefit of techUKs partnership with Reed as a leading recruitment organisation, is the support they can provide to you on the employability skills requirement.

**Can we apply directly to the DWP**

Yes, you may apply directly to the DWP without going through a Gateway provider. techUK have chosen to partner with Reed as an approved Gateway provider as we believe they are well positioned to offer support to our members in liaising with DWP to apply for the grant, thus reducing the set up and administrative burden on you AND can assist with the employability requirements of the Scheme.

**Is there any additional funding available as part of the Kickstarter Scheme?**

The Government Scheme provides a grant of £1,500 per job placement which is for set up costs and to support the Kickstarter to develop their employability skills. If you apply for a Kickstarter via a Gateway organisation, the funding is split in recognition of the contribution made by each party. If you choose to apply for a Kickstarter through techUKs partnership with Reed as an approved Gateway provider, you will receive £500 per placement.

**What happens at the end of the Kickstarter placement period?**

Government funding for the Kickstarter placement will cease after 6 months. At that point, you can either move the Kickstarter to a permanent position within your organisation or the Kickstarter will leave at the end of the placement.