

GUIDANCE FOR PROVIDERS ON THE EII RECRUITMENT INCENTIVE

WHAT IS INTERSECTIONALITY?

It is the term for the **cumulative disadvantage** experienced by individuals where discrimination may occur on the basis of more than one ground. For example, an individual who is discriminated against on grounds of race might also suffer discrimination on grounds of gender, sexual orientation, religion or belief, or disability.

In Scotland black women, ethnic minority women and disabled women are among the most disadvantaged with Muslim women experiencing particular disadvantage. Similar cumulative disadvantage is often experienced by gay or lesbian members of ethnic minorities.

WHO IS ELIGIBLE?

Providers will be able to apply for the £1000 incentive for **new starts in the MA** programme who **are aged 16+** (no upper limit) from **the target group** and have **additional barriers** causing **cumulative disadvantage**.

Eligible individuals

Individuals who have identified themselves as being:

(i) from a Black, Asian, and Minority Ethnic (BAME) community

(SDS recognises that using umbrella terms such as 'Black, Asian and Minority Ethnic (BAME) can cause issues. When analysing data on participation in apprenticeships, we must be able to draw from a robust sample size. SDS defines BAME groups as: Mixed or Multiple Ethnic Groups, Asian, Asian Scottish or Asian British, African, Caribbean or Black and Other Ethnic Background. SDS defines Non-Ethnic and Non-Visible Ethnicity group as White – Scottish, White – Other British, White – Irish, White – Polish, White – Gypsy/Traveller and White – Other. Terms used by other organisations include BME and Minority ethnic. We recognise that the use of the term BAME is not ideal. However, this project aims to be inclusive of the many diverse groups that come from non-white ethnic groups).

AND

(ii) disadvantaged in the labour market by self-reporting one or more significant additional barriers or protected characteristics including but not limited to:

1. Significant barriers may be:

- English is not the individual's first language and ESOL support is required
- Participation in the UK labour market was disrupted and/or delayed due to motherhood and/or childcare responsibilities
- Candidate has refugee status

- Participants home postcode is in the 30% of most deprived SIMD areas (*The Scottish Government official ranking can be found at <http://www.gov.scot/Topics/Statistics/SIMD>*)
- Highest qualification is lower than National 4
- Candidate is responsible for caring for a vulnerable or disabled person
- Candidate was unemployed for longer than 4 months immediately before starting apprenticeship (could have been in a pre-employment programme, doing voluntary work or on zero hours contract)
- Candidate identifies as LGBTI+
- Candidate has additional support needs
- Candidate is from a care experienced background.

2. Protected characteristics:

There are 9 protected characteristics: disability, sex, race, religion or belief, sexual orientation, gender reassignment, pregnancy and maternity, age, marriage and civil partnership.

***Note to Providers regarding Enhanced Funding - Modern Apprentices aged 20-29 years (Disability and / or Care Experienced).** If an applicant for EII who subsequently starts requires additional support from you to enable the Apprentice to sustain and succeed due to needs arising from being care experienced or disabled, you may apply to this fund for support. Further information can be obtained at [Enhanced Funding for MA - Guidance](#). The Equality team can also be contacted for help and advice to support you and the Apprentice to complete this form or the Appendix 4 to apply for Enhanced Funding at Equality.Apprenticeships@sds.co.uk .

HOW TO APPLY

If you have an individual who through discussion you think meets the criteria then:

- Explain that a short form must be completed and the information on it will be **used only** to decide if the incentive will be paid and for any future monitoring and/or evaluation of the incentive by Skills Development Scotland staff in compliance with the General Data Protection Requirement (GDPR)
- Complete Section A of the application form, signing and dating
- Ask the participant to complete Section B, signing and dating.
- Training Providers must email the completed form to equality.apprenticeships@sds.co.uk Any forms emailed must be password encrypted with the password sent in a separate email. **All forms must be destroyed after a decision on the application has been made.**
- Point the individual towards the SDS Privacy Policy, found at www.skillsdevelopmentscotland.co.uk/about/policies/privacy so that they can review how we handle personal information at SDS. They do not need to sign somewhere saying they have agreed to this, etc. It is only important that you make them aware of its existence.

- The application can be made before the individual starts but must be made within the first 4 weeks of the candidate's validated start date.
- The SDS panel will endeavour to respond and decide within 7 working days however where this does not happen we will respond as quickly as possible and inform Providers of progress.
- As this is a pilot, a provider can claim this incentive a maximum of 5 times.

CLAIMING THE ONE OFF PAYMENT

Providers can claim the payment through Fips. The payment will be activated by SDS, 4 weeks after the candidates start date, and the provider will be notified.

The payment can be found under 'incentive claims'. It will only show once activated by the panel. The incentive claim will appear as EII and the provider can search for this and claim when notified.

IMPORTANT INFORMATION FOR PROVIDERS WHERE PARTICIPANTS ARE AGED 20+

This limited pilot has no age limit however your contract may have specific age-related places or no contracted places for people aged over 20 or 25. You should still apply regardless of whether or not you are contracted for this age category since age is one of the potential barriers that disproportionately affects women from BME communities. Your MA Contracts Executive will be contacted to ensure that the start will be accepted, the contribution rate will not differ for their age category but the training provider will receive a one off £1000 payment. This payment **can be** received even if there currently is no funding on that framework for their age group e.g. 25+

DELIVERY OF VOLUMES WITHIN YOUR CONTRACT

This limited pilot has no age limit however you must remain within the contracted volumes allocated within your MA contract, making use of contract flexibilities to move volumes across age groups and levels (refer to MA Contract Guidance 2020-21 2.3 Flexibility within Contract Schedule).

If you require additional volumes, due to additional demand from apprentices within this pilot and you meet the criteria to request additional volumes, please submit your request to your MA Contracts Executive.