

## ***BRIDGE TO WORK PROPOSAL***

**National Autistic Society**

**CITY BRIDGE TRUST**  
**Disability and Employment Fund**  
**First-stage Application form.**

Broadly speaking, we have three main aims for this fund:

- To support a significant number of disabled people into paid employment.
- Supporting disabled people in paid employment to stay in work and progress their careers.
- Supporting employers to recruit and retain more disabled people.

With the exception of work targeted at employers, all projects applying for this fund must have a target beneficiary group which falls between the ages of 16 – 30 and considers themselves to have a disability as defined by the Equality Act (2010).

This is a first stage application form designed to give us a preliminary idea of the kinds of projects which will help us to achieve our aims around disability and employment. Whilst we expect the nature of the project which you outline to remain consistent, due to the short turnaround time for this form we acknowledge that financial figures quoted may vary slightly.

Name of Organisation: National Autistic Society

Main contact details:

Main: Richmal Maybank – richmal.maybank@nas.org.uk

Secondary: Emma Jones – emma.jones@nas.org.uk

National Autistic Society, 393 City Road, Islington, London, EC1V 1NG

Please describe briefly which of our aims your work aligns with, the outcomes you want to achieve and how you will reach those outcomes:

The project aims to support autistic adults, aged 16-30, in London into employment through the development of an online training resource which will support jobseekers to build their employment skills and confidence in finding work. This work aligns with the aims of City Bridge's Disability and Employment Fund in the following ways:

The online training module will be free to download and will support autistic jobseekers to find work by building their confidence in applying for work, improving their knowledge of how to apply for a job, and supporting them to learn practical employment skills.

Within the first year we will be developing the content of our online module. This will be developed through working closely with autistic jobseekers, autistic employees as well as employers (for example using focus groups). Once the online training module has been developed and created (which should take between 8-12 months) we will measure effectiveness and impact through use within a pilot group of 30 users. Following this we anticipate a minimum of approximately 250 autistic adults completing the course each year.

We know how important it is that professionals employed on work programmes, such as Disability Employment Advisers, understand how to support autistic job-seekers to find work. For this reason we are also targeting professionals and asking them to use the training to inform the support they provide autistic job seekers.

We want to achieve the following outcomes through the delivery of this project:

- To support autistic people to build employability skills and gain paid employment through the use of a free online training course
- Create an easily accessible resource which can be used across a variety of platforms e.g. in job centres, education settings, supported care, by individuals.
- Upskill job centres to be able to provide good quality support to autistic jobseekers and create the potential for the training to be used nationally

In addition to monitoring the numbers of training modules completed by jobseekers and by professionals, we will assess all users at the end of the training. We will closely monitor the above outcomes with our pilot group in Year One by requesting feedback in the form of questionnaires and focus groups. We will trial various methods for gaining feedback and monitoring the impact of this work with both jobseekers and professionals in Year One, and establish longer term evaluation methods to be used as the project grows, in time for a potential national roll-out in years four and five.

**How much are you requesting from City Bridge Trust?**

*Please provide an additional single sheet with the detail of posts to be funded, etc, (eg title, salary incl NI/pension, hours per week) plus any other info you feel relevant.*

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>
Employment training manager/consultant	27360	7677	760	760	760
Online Training Development Manager support	7,677	2,338	2,338	2,338	2,338
Management Support (LM)	1,366	0	0	0	0
Head of Training and Consultancy (SM)	1,555	0	0	0	0
Head of Research and evaluation	933	933	933	933	933
admin support	5,856	5,856	5,856	5,856	5,856
Contractors	4,500	1,500	0	0	0
Contractors training and expenses	1,750	584	0	0	0
Filming costs	7,500	0	0	0	0
Focus groups / review panel	4,800	1,600	0	0	0
Travel and accom	0	0	0	0	0
Venue Costs	0	0	0	0	0
Marketing and launch	2,500	2,500	2,500	2,500	2,500
Monitoring and Evaluation	5,000	5,000	5,000	5,000	5,000
Ask the Expert' support		4,800	4,800	4,800	4,800

Overheads	4,344	2,511	2,143	2,143	2,143
Module hosting fees		4,000	4,000	4,000	4,000
<b>TOTAL</b>	<b>75140.7</b>	<b>39299.1</b>	<b>28329.7</b>	<b>28329.7</b>	<b>28329.7</b>

Are you providing any additional funds/resources from other sources towards this project? Not at the moment, however this can be explored, especially if we are able to roll out nationally.

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>

**What are the principal outputs you hope to achieve?**

**Year 1:**

- Develop the online course through focus groups and research
- Pilot with Job Centre staff in Southwark offices
- Introduce it to 30 pilot users in Southwark (split 15 users with a work programme provider and 15 who are unable to access the work programme) introduce use with either Sybil Elgar or Anderson School which are both NAS schools
- Review the effectiveness of the course within identified measures of success
- Identify best method for monitoring effectiveness

**Year 2:**

- Introduce the training module across central London boroughs, then greater London–
- Pilot the use within Schools, FE, Universities
- Review the effectiveness of the course within identified measures of success
- 250 autistic jobseekers to complete training
- 100 professionals to support the complete training

**Year 3, 4, 5:**

- Develop a sustainability plan
- Develop a plan for national roll-out
- Continued delivery and management
- Minimum of 250 autistic jobseekers to complete training
- Minimum of 100 professionals to complete training
- Continue to review the effectiveness of the course within identified measures of success

**What are the principal outcomes you hope to achieve:**

- To support autistic people to build employability skills and gain paid employment through the use of a free online training course and virtual reality technology
- Create a resource which is accessible to be used across a variety of platforms i.e in job centres, education, supported care, for the individual
- Upskill job centres to be able to provide good quality support to autistic jobseekers and create the potential for the training to be used nationally

**Please outline how you will monitor/track progress against these outputs and outcomes:**

With an initially small cohort we will closely monitor the impact of the training on all participants as well as collecting feedback from both the user and supporter to make any needed changes or considerations to the project. In Year One we will use the following methods to monitor the project:

- Record the numbers of jobseekers completing the training module
- Record the numbers of professionals completing the training module
- Monitor levels of confidence, skills and knowledge from post-course assessments
- Follow up questionnaires with 30 jobseekers in the pilot group
- Focus groups with the pilot group
- Follow up questionnaires with professionals supporting autistic jobseekers.

At the end of the first year, we will review these methods and adapt them for long-term use based on the quality and levels of feedback we receive from the pilot group.

Signed: Richmal Maybank and Emma Jones

**Please attach the following financial information:**

1. Your most recent signed audited/examined accounts
2. Your latest management accounts with a forecast to the end of the financial year OR draft accounts
3. A budget for your whole organisation over the next year including confirmed and unconfirmed income.

For consideration in the March committee meeting, please send the completed application form and supporting documentation by email no later than Tuesday 28<sup>th</sup> February to: [james.lee@cityoflondon.gov.uk](mailto:james.lee@cityoflondon.gov.uk) forms returned after this date will be considered in May.