

## PEIL 2014-2020 Activity Implementation Plan ESF PR 2.12 and ESF 4.8

<b>ESF Programme for Employability, Inclusion and Learning OP 2014-2020</b>	
<b>Priority Axis:</b>	<p><b>Priority 2:</b> Promoting Social Inclusion and combating discrimination in the labour market</p> <p><b>Priority 4:</b> Youth Employment Initiative (YEI)</p>
<b>Thematic objectives:</b>	<p><b>PR 2:</b> Promoting Social Inclusion, combating poverty and any discrimination</p> <p><b>PR 4:</b> Promoting sustainable and quality employment and supporting labour mobility</p>
<b>Investment Priorities:</b>	<p><b>PR 2:</b> Active inclusion, including with a view to promoting equal opportunities and active participation, and improving employability;</p> <p><b>PR 4:</b> Sustainable integration into the labour market of young people, in particular those not in employment, education or training, including young people at risk of social exclusion and young people from marginalised communities, including through the implementation of the Youth Guarantee.</p>
<b>Specific objectives:</b>	<p><b>PR 2:</b> To engage unemployed and/or inactive persons, including young people, from disadvantaged groups and in or at risk of poverty and social exclusion in a process of learning and development in order to ultimately increase their employability</p> <p><b>PR 4:</b> To raise the skills and education levels of people eligible for support under YEI, by providing education, training, work experience and/or work opportunities, including support for self-employment</p>
<b>Activity title:</b>	<b>Defence Forces Employment Support Scheme (ESS)</b>
<b>Overall Objective:</b>	<p>The objective of the Scheme is to help develop a path to economic independence for participants, aged between 18 and 24 years, who are at a distinct disadvantage in terms of being able to develop their own human capital owing to their current socio-economic situation.</p> <p>The Scheme is designed to exert a positive influence on participants with the specific aim of equipping them with life skills and other marketable and certifiable skills which will assist them both in their capacity to participate fully in society as well as their ability to enter the workforce or to pursue further education for this purpose.</p>
<b>Certifying Authority:</b>	ESF Certifying Authority
<b>Managing Authority:</b>	ESF Managing Authority
<b>Beneficiary Body:</b>	Department of Defence

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#### 1. CONTEXT/ PROBLEM/ NEED:

The Irish Government are committed to a strengthened approach across the economy to social responsibility. This commitment recognises the benefits more generally to society from an enlightened approach to fostering targeted interventions which can have both a positive social impact while also contributing to economic recovery. The generation of employment opportunities, or the taking of actions which assist individuals' capacities to gain employment, are among the most important of these measures.

In this context, in mapping out the future for Defence in the period ahead, the Government considered it important that the Defence Forces contribute to this broader societal objective. It is clear that the skills and capacities which individuals obtain from service in the Defence Forces are ones which it would be beneficial to offer more widely. The Government therefore, decided to put in place a new employment support scheme with the direct involvement of the Defence Forces.

#### 2. OBJECTIVES OF THE ACTIVITY:

The Defence Forces Employment Support Scheme is targeted at unemployed 18-24 year olds who face significant barriers to gaining employment. The Scheme seeks to provide these participants with new skills, competencies and self-development that will enhance their capacity to pursue employment, work experience or further educational opportunities.

The Scheme encompasses a training programme of 10 weeks duration, consisting of 5 weeks of military orientated training interspersed with 5 weeks of educational orientated training. Participants are exposed to an environment which encourages personal development, achievement and hard work and, on successful completion of the programme, should be able to:

- a. Display social and team skills.
- b. Display other skills that increase their employability and prove their competence to prospective employers, leading to the likelihood of obtaining sustained employment or successfully entering further education for this purpose.
- c. Demonstrate an increased sense of self confidence, self discipline, self motivation and self worth
- d. Demonstrate an increased level of physical fitness, physical fitness education and motivation.
- e. Communicate more confidently with potential employers.

#### 3. ESF FUNDED ELEMENT OF ACTIVITY:

The Simplified Costs Option under Article 14(2) of 1304/2013 ESF Regulation is to be applied to the operations of this activity. This means that ESF claims will be made up of eligible direct staff costs plus 40% to cover the remaining eligible costs of an operation.

Eligible direct staff costs include costs deriving from an agreement between employer and employee or service contracts for external staff (provided that these costs are clearly identifiable). For example, if a beneficiary contracts the services of an external trainer for its in-house training sessions, the invoice needs to identify the different types of costs. The salary of the trainer will be considered as external staff costs. However, teaching materials for example cannot be taken into account.

Staff costs include the total remuneration, including in-kind benefits in line with collective agreements, paid to people in return for work related to the operation. They also include taxes and employees' social security contributions as well as the employer's compulsory and voluntary social contributions. The following are not considered to be staff costs for ESF claim purposes

- Costs of business trips

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- Allowances or salaries disbursed for the benefit of participants (e.g. students, trainees) in ESF operations
- Redundancy or back-pay costs paid to staff that are not related to the eligibility period of the operation being co-funded.

Also, any net revenue generated from the co-funded operations shall be deducted from its eligible expenditure in line with section 3.6 of the Department of Education and Skills Circular 1/2015, Eligibility Rules for 2014-2020 ESF and YEI. This includes any maternity and welfare benefits paid/reimbursed to the employer.

**4. RESPONSIBILITIES OF INTERMEDIATE BODY:**

There is no Intermediate Body for this activity. A Service Level Agreement between the ESF MA and the Department of Defence will specify the respective roles and responsibilities of each body in respect of this activity.

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<b>5. CONTRIBUTION TO HORIZONTAL THEMES</b>	
<b>A. Promotion of Equality between men and women</b>	<p>The following recruitment guidelines apply to participants presenting to the Scheme</p> <ul style="list-style-type: none"> <li>• Participants must be unemployed, and on the live register, 18-24 year olds who face significant barriers to gaining employment</li> <li>• Participants must be medically certified as fit to undergo the programme of physical training by their own civilian medical practitioner prior to the commencement date of the ESS programme</li> <li>• Participants must have successfully completed and passed the required Security Vetting prior to any offer of placement on the Scheme.</li> </ul> <p>Participation on the Scheme is open to both genders and both men and women who are eligible are actively encouraged to apply.</p>
<b>B. Promotion of equal opportunities and non-discrimination</b>	<p>As it is a requirement of the scheme that participants must be medically certified as fit to undergo the programme, which includes a significant physical activity component, some persons with a disability may be unable to participate in this activity.</p> <p>However, more generally, the Defence Forces, through which this activity is delivered, are committed to equality, by promoting equality and prohibiting discrimination in employment on seven of the nine grounds set out in the Employment Equality Acts 1998-2011 and the Equal Status Acts 2000-2012.</p> <p>Those nine grounds are gender (including gender identity), family status, civil status, sexual orientation, age, disability (including mental health), race (including skin colour, ethnicity and nationality), membership of the Traveller community, religion (including non-religious belief). Section 37(6) of the Employment Equality Act provides that matters relating to discrimination on the basis of age or disability do not apply to employment in the Defence Forces.</p>
<b>C. Sustainable Development</b>	<p>As set out in the Partnership Agreement, the principle of sustainable development requires that the needs of the present be met without compromising the ability of future generations. This requires support for environmental protection requirements, resource efficiency, sustainable management of natural resources, risk prevention and management are addressed through both dedicated funding streams and through their horizontal integration across the Operational Programmes.</p> <p>The Government sustainable development framework document is intended to provide a platform for the integration of sustainable development principles into policies across all sectors. The framework broadly follows the thematic approach of the <i>EU Sustainable Development Strategy</i> and sets out a wide range of measures that seek to ensure an improvement in Ireland's quality of life into the future. Among the areas listed are sustainability of public finances and economic resilience, sustainable consumption and production, conservation and management of natural resources, climate change and clean energy, social inclusion, sustainable communities and spatial planning, education, communication and behaviour change, innovation,</p>

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	research and development, skills and training and global poverty and sustainable development.
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6. INDICATORS and REPORTING				
<p>Reporting on the progress of each activity is required for the Annual and YEI Implementation Reports and the Programme Monitoring Committee. This reporting includes information on financial and non-financial indicators as outlined in the subsequent paragraphs.</p> <p>High level Investment Priority and Priority Axis targets have been set as part of the output and results indicators and performance framework<sup>1</sup> tables included in the PEIL OP. The <i>ESF co-funded</i> and <i>ESF + YEI co-funded tables</i> below detail the activity level indicators that contribute to the higher level targets in the OP. In order to meet the reporting requirements the data in the table below must be captured and reported for this activity.</p> <p>In addition to the capturing and reporting on the data for the high level targets included in the OP, other data on common indicators is also required. These indicators are detailed in the attached Annex I<sup>2</sup> in line with the requirements of Article 5 of the ESF Regulation 1304/2013.</p>				
Priority 2 (ESF co-funded)				
Outputs and Results Indicator Targets	Measurement Unit	Target Value 2023	Performance Framework Targets	
			Target Value 2018	Target Value 2023
OUTPUTS				
The number of ESF eligible participants	Number of participants	120	60	120
Certified Expenditure	€m	€0.560m	€0.280m	€0.560m
RESULTS				
Number of participants who completed the intervention	Number of participants	108		
Number of young (< 25yrs) participants who completed the intervention	Number of Young (<25yrs) participants	108		
Priority 4 (ESF + YEI co-funded)				
Outputs and Results Indicator Targets	Measurement Unit	Target Value 2023	Performance Framework <sup>3</sup> Targets	
			Target Value 2018	Target Value 2023
OUTPUTS				

<sup>1</sup> Additional information on the application of the performance framework and reserve are set out under Articles 20 to 22 of the CPR 1303/2013

<sup>2</sup> The information on each participant are set out in data fields included in section (1) of Annex I. The European Commission issued an ESF guidance note on the *Monitoring and Evaluation of European Cohesion Policy* in September 2014 and Annex C of this document includes definitions for common ESF/YEI indicators. A further guidance note on the completeness of data is to be issued by the European Commission to further clarify the requirements in this area.

<sup>3</sup> Selected YEI targets are part of the performance framework (if expenditure allocated to activity is > €10m) but not performance reserve in line with Article 20(a) of CPR 1303/2013.

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Number of YEI eligible participants	Number of YEI eligible participants	60	60	60
Certified Expenditure	€m	€0.280m	€0.280m	€0.280m
<b>RESULTS</b>				
Unemployed participants who complete the YEI supported intervention	Number of unemployed participants	54		
Unemployed participants who receive an offer of employment, continued education, apprenticeship or traineeship upon leaving	Number of unemployed participants	8		
Unemployed participants who are in education/training, gain a qualification, or are in employment, including self-employed, upon leaving	Number of unemployed participants	25		
LTU participants who complete the YEI supported intervention	Number of LTU participants	32		
LTU participants who receive an offer of employment, continued education, apprenticeship or traineeship upon leaving	Number of LTU participants	3		
LTU participants who are in education/training, gain a qualification, or are in employment, including self-employed, upon leaving	Number of LTU participants	15		
Inactive participants not in education or training who complete the YEI supported intervention	Number of inactive participants	0		
Inactive participants not in education or training who receive an offer of employment, continued education, apprenticeship or traineeship, upon leaving	Number of inactive participants	0		
Inactive participants not in education or training who are in education/training, gain a qualification, or are in employment, including self-employment, upon leaving	Number of inactive participants	0		
Participants in continued education, training programmes leading to a qualification, an apprenticeship or a traineeship six months after leaving	Number of participants	10		
Participants in employment six months after leaving	Number of participants	12		

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Participants in self-employment six months after leaving	Number of participants	0		
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<b>7. FINANCIAL INPUT</b>	
<b>Budget (€/m.) ESF + YEI + National Contribution</b>	€0.84m
<b>Priority 2 - ESF Contribution €m</b>	€0.56m(ESF)
<b>Priority 4 – YEI +ESF Contribution €m</b>	€ 0.28m (YEI €0.093m + ESF €0.093m).
<b>Priority 1 - ESF Co-Financing %</b>	50%
<b>Priority 4 - ESF + YEI Co- Financing %</b>	66.67%
<b>EU Intervention Field Code</b>	109

<b>8. CERTIFICATION ROLES</b>		
<b>Ex-Ante checks by:</b>	<b>Certified Claims Submitted by:</b>	<b>Submitted To:</b>
	Dept of Defence	Managing Authority DES
Managing Authority DES	Managing Authority DES	Certifying Authority DES
Certifying Authority DES	Certifying Authority DES	European Commission

<b>9. PROJECT SELECTION</b>	
<b>Project Selection Process</b>	<p>A 3-year roll out plan for the Scheme has been approved by the Minister for Defence. This plan involves 2 iterations of the program in each of the years 2017-2019.</p> <p>It is a function of the ESS Steering Group (see below) to confirm the exact timing and location for each individual iteration of the program.</p>
<b>Project Selection Criteria</b>	<p>The criteria used to confirm the timing and location for each individual iteration of the program includes:</p> <ul style="list-style-type: none"> <li>• Availability within DF barracks (taking into account other operational and training commitments within the DF's)</li> <li>• Availability of suitable DF Instructor Staff</li> <li>• Availability of staff and other resources within relevant Educational Training Board</li> <li>• Availability of DSP staff</li> </ul>

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Composition of Project Selection Committee	<p>An ESS Steering Group has been established which meets quarterly. Membership of the ESS Steering Group comprises nominees from the DoD (Chair and Secretary), DF (Training and Human Resources), DSP and ETBI. The Steering Group's responsibilities include:</p> <ul style="list-style-type: none"><li>• Policy Oversight in relation to the Scheme itself</li><li>• Planning ahead and ensuring implementation of the 3-year roll out plan</li><li>• Pursuit of a continuous quality improvement agenda to include oversight of recommendations arising from lessons learnt</li><li>• Full review of the Scheme after 3 years.</li></ul>
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10. PUBLICITY/INFORMATION PLANS	
Publicity/ Information Plans for the Activity	<p>Applications, brochures, reports, websites, social media and promotional materials will equally publicise the appropriate funding source in line with national requirements and those of the Implementing Regulation 821/2014 regarding information and publicity measures to be carried out by the Member States concerning assistance from the Structural Funds.</p> <p><b>The following Regulations apply:</b></p> <ul style="list-style-type: none"><li>• Regulation No. 1303/2013 CPR (Articles 115-117).</li><li>• Commission Implementing Regulation No. 821/2014 (Articles 3 and 4 and Annex II).</li></ul>

11. IMPLEMENTATION CONTACT		
<b>Body:</b> Department of Defence	<b>Contact Name:</b>	Paul Connick
<b>Address:</b> DF Support Services Policy Branch Department of Defence Station Road Newbridge W12 AD93	<b>Phone:</b>	045 492345
	<b>Email:</b>	Paul.connick@defence.ie

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#### ANNEX I

##### Common output and result indicators for ESF investments

###### (1) Common output indicators for participants

"Participants"<sup>4</sup> refers to persons benefiting directly from an ESF intervention who can be identified and asked for their characteristics, and for whom specific expenditure is earmarked. Other persons shall not be classified as participants. All data shall be broken down by gender.

The common output indicators for participants are:

- unemployed, including long-term unemployed\*,
- long-term unemployed\*,
- inactive\*,
- inactive, not in education or training\*,
- employed, including self-employed\*,
- below 25 years of age\*,
- above 54 years of age\*,
- above 54 years of age who are unemployed, including long-term unemployed, or inactive not in education or training\*,
- with primary (ISCED 1) or lower secondary education (ISCED 2)\*,
- with upper secondary (ISCED 3) or post-secondary education (ISCED 4)\*,
- with tertiary education (ISCED 5 to 8)\*,
- participants who live in jobless households\*,
- participants who live in jobless households with dependent children\*,
- participants who live in a single adult household with dependent children\*,
- migrants, participants with a foreign background, minorities (including marginalised communities such as the Roma)\*\*,
- participants with disabilities\*\*,
- other disadvantaged\*\*.

The total number of participants will be calculated automatically on the basis of the output indicators.

These data on participants entering an ESF supported operation shall be provided in the annual implementation reports as specified in Article 50(1) and (2) and Article 111(1) of Regulation (EU) No 1303/2013.

- homeless or affected by housing exclusion\*,
- from rural areas\*<sup>5</sup>

The data on participants under the two above indicators will be provided in the annual implementation reports as specified in Article 50(4) of Regulation (EU) No 1303/2013. The data shall be collected based on a representative sample of participants within each investment priority. Internal validity of the sample shall be ensured in such a way that the data can be generalised at the level of investment priority.

###### (2) Common output indicators for entities are:

- number of projects fully or partially implemented by social partners or non-governmental organisations,
- number of projects dedicated at sustainable participation and progress of women in employment,

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<sup>4</sup> Managing authorities shall establish a system that records and stores individual participant data in computerised form as set out in Article 125 (2) (d) of Regulation (EU) No 1303/2013. The data processing arrangements put in place by the Member States shall be in line with the provisions of Directive 95/46/EC of the European Parliament and of the Council of 24 October 1995 on the protection of individuals with regard to the processing of personal data and on the free movement of such data (OJ L 281, 23.11.1995, p. 31), in particular Articles 7 and 8 thereof. Data reported under the indicators marked with \* are personal data according to Article 7 of Directive 95/46/EC. Their processing is necessary for compliance with the legal obligation to which the controller is subject (Article 7(c) of Directive 95/46/EC). For the definition of controller, see Article 2 of Directive 95/46/EC. Data reported under the indicators marked with \*\* are a special category of data according to Article 8 of Directive 95/46/EC. Subject to the provision of suitable safeguards, Member States may, for reasons of substantial public interest, lay down exemptions in addition to those laid down in Article 8(2) of Directive 95/46/EC, either by national law or by decision of the supervisory authority (Article 8(4) of Directive 95/46/EC).

<sup>5</sup> The data shall be collected at the level of smaller administrative units (local administrative units 2), in accordance with Regulation (EC) No 1059/2003 of the European Parliament and of the Council of 26 May 2003 on the establishment of a common classification of territorial units for statistics (NUTS) (OJ L 154, 21.6.2003, p. 1).

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- number of projects targeting public administrations or public services at national, regional or local level,
- number of supported micro, small and medium-sized enterprises (including cooperative enterprises, enterprises of the social economy).

These data shall be provided in the annual implementation reports as specified in Article 50(1) and (2) and Article 111(1) of Regulation (EU) No 1303/2013.

(3) Common immediate result indicators for participants are:

- inactive participants engaged in job searching upon leaving\*,
- participants in education/training upon leaving\*,
- participants gaining a qualification upon leaving\*,
- participants in employment, including self-employment, upon leaving\*,
- disadvantaged participants engaged in job searching, education/ training, gaining a qualification, in employment, including self-employment, upon leaving\*\*.

These data shall be provided in the annual implementation reports as specified in Article 50(1) and (2) and Article 111(1) of Regulation (EU) No 1303/2013. All data shall be broken down by gender.

(4) Common longer-term result indicators for participants are:

- participants in employment, including self-employment, six months after leaving\*,
- participants with an improved labour market situation six months after leaving\*,
- participants above 54 years of age in employment, including self-employment, six months after leaving\*,
- disadvantaged participants in employment, including self-employment, six months after leaving\*\*.

These data shall be provided in the annual implementation reports as specified in Article 50(5) of Regulation (EU) No 1303/2013. They shall be collected based on a representative sample of participants within each investment priority. Internal validity of the sample shall be ensured in such a way that the data can be generalised at the level of investment priority. All data shall be broken down by gender.

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### ANNEX II

#### Result indicators for the YEI

These data shall be provided in the annual implementation reports as specified in Article 50(1) and (2) of Regulation (EU) No 1303/2013 and in the report to be submitted in April 2015 as specified in Article 19(3) of this Regulation. All data shall be broken down by gender.

##### (1) Common immediate result indicators for participants

"Participants"<sup>6</sup> refers to persons benefiting directly from a YEI intervention who can be identified and asked for their characteristics, and for whom specific expenditure is earmarked.

The immediate result indicators are:

- Unemployed participants who complete the YEI supported intervention\*,
- Unemployed participants who receive an offer of employment, continued education, apprenticeship or traineeship upon leaving\*,
- Unemployed participants who are in education/training, gain a qualification, or are in employment, including self-employment, upon leaving\*,
- Long-term unemployed participants who complete the YEI supported intervention\*,
- Long-term unemployed participants who receive an offer of employment, continued education, apprenticeship or traineeship upon leaving\*,
- Long-term unemployed participants who are in education/training, gain a qualification, or are in employment, including self-employment, upon leaving\*,
- Inactive participants not in education or training who complete the YEI supported intervention\*,
- Inactive participants not in education or training who receive an offer of employment, continued education, apprenticeship or traineeship upon leaving\*,
- Inactive participants not in education or training who are in education/training, gain a qualification, or are in employment, including self-employment, upon leaving\*.

##### (2) Common longer-term result indicators for participants

The longer-term result indicators are:

- Participants in continued education, training programmes leading to a qualification, an apprenticeship or a traineeship six months after leaving\*,
- Participants in employment six months after leaving\*,
- Participants in self-employment six months after leaving\*.

The data for longer-term result indicators shall be collected based on a representative sample of participants within each investment priority. Internal validity of the sample shall be ensured in such a way that the data can be generalised at the level of investment priority.

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<sup>6</sup> Managing authorities shall establish a system that records and stores individual participant data in computerised form as set out in Article 125 (2) (d) of Regulation (EU) No 1303/2013. The data processing arrangements put in place by the Member States must be in line with the provisions of Directive 95/46/EC, in particular Articles 7 and 8 thereof. Data reported under the indicators marked with \* are personal data according to Article 7 of Directive 95/46/EC. Their processing is necessary for compliance with the legal obligation to which the controller is subject (Article 7(c) of Directive 95/46/EC). For the definition of controller, see Article 2 of Directive 95/46/EC. Data reported under the indicators marked with \*\* are a special category of data according to Article 8 of Directive 95/46/EC. Subject to the provision of suitable safeguards, Member States may, for reasons of substantial public interest, lay down exemptions in addition to those laid down in Article 8(2) of Directive 95/46/EC, either by national law or by decision of the supervisory authority (Article 8(4) of Directive 95/46/EC).