

# Leicester Jobs Fund

Supporting unemployed people into work

## Employer Grants of up to £3,500

**Limited availability!**



### To support wage costs for paid jobs and apprenticeships

#### Criteria for recruiting employers

- Leicester or Leicestershire based company
- Minimum job contract: 6 months (Apprenticeship 12 months) 30hrs/wk\*  
At least National Minimum Wage to be paid
- Jobs must be 'new' - supernumerary and do not replace existing vacancies
- Supervisor in the workplace enabling employees to progress and gain new work-based skills

“ I found the process easy and straightforward to follow, the Leicester Jobs Fund team were friendly and gave me the support I needed. I would highly recommend this incentive to other businesses ”

Amanda Richardson,  
Owner, The Party Animals Ltd

#### Employee criteria

- Leicester or Leicestershire resident
- Aged 16+
- Unemployed and claiming benefits OR economically inactive



#### and at least ONE of the following:

- Unemployed for over six months
- Aged 16-24 and not in education, employment or training (NEET)
- Aged 50+
- Has a disability
- Single parent
- Ex-offender
- Care leaver
- Not qualified above Entry 3 in Maths or English

# Outline process and timescales

Stage	Activity	Timescale
1	Applications submitted online by employer, with reference to guidance. See <a href="http://leicesteremploymenthub.co.uk/ljf">leicesteremploymenthub.co.uk/ljf</a>	Open deadline within funding available
2	Applications assessed and approved against set criteria	Within 10 days of application submission
3	Leicester Employment Hub account manager to liaise with employer in relation to recruitment needs	Within one week
4	Recruitment undertaken and candidate appointed	As required
5	Employee starts	

**ACT NOW!**

Register your application by visiting:  
**[leicesteremploymenthub.co.uk/ljf](http://leicesteremploymenthub.co.uk/ljf)**  
We can only fund a limited number of positions

QUESTIONS? Please speak to Lauren Rees  
Leicester Jobs Fund administrator  
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