

## London Councils ESF Community Employment Programme 2014-2020

### Enfield Community Employment Grants Frequently Asked Questions

<b>Q1</b>	Groups are asked for audited accounts – are independently examined for £25,000 - £1 million and unaudited accounts for annual incomes under £25,000 acceptable, which is in line with compliance with the charity commission requirements?
<b>A</b>	Yes
<b>Q2</b>	Do all groups need employers' liability if they do not have members of staff?
<b>A</b>	If you don't have any employees you don't need employers' liability insurance. However, make sure you fully understand how 'employee' is defined for the purposes of the legislation. If your organisation has more than one director or if you employ a certain type of subcontractor, you may be required to have employers' liability insurance.
<b>Q3</b>	Our organisations current level of employers' liability insurance is £5million. Is this sufficient?
<b>A</b>	The application Prospectus and form requires employer's liability insurance to provide a minimum cover of £10 million.  Should an applicant currently have cover for £5 million, they would be asked to increase this cover to £10 million if they are successful and awarded a Grant Agreement.
<b>Q4</b>	Do all organisations need to increase their current insurance level now or wait till they have heard the outcome of their Grant application?
<b>A</b>	We would recommend applicants wait till they know the outcome of their Grant application before extending their insurance cover to the required level.  Applicants can build into their Grant application the associated cost for extending their insurance cover to the required level
<b>Q5</b>	Do the beneficiaries have to be a resident of Enfield or is a connection to Enfield such as a low paid job or registered with a GP in Enfield sufficient?
<b>A</b>	Beneficiaries must be residents of the borough, unless they are living in temporary accommodation in neighbouring boroughs and in receipt of Discretionary Housing Payment paid by the London Borough of Enfield.
<b>Q6</b>	What documentation is satisfactory for a homeless person?
<b>A</b>	The preferred evidence requirements apply as outlined in the ESF National guidance. However, if documentation is not available alternative or alternative credible evidence can be provided.  London Councils has also created a risk based exception form for participants who are Homeless to ensure their active inclusion of on the programme.

## Document Control

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1	15/10/2018	Addition of questions and answers 1-6	15/10/2018	SA