

## Human Capital Investment Operational Programme (2007- 2013)

### Progress Report Template

*Each **Intermediate Body (IB)** in the HCI OP is required to submit a progress report at Activity Implementation Plan level to the Managing Authority once a year as follows:*

*Spring: relating to the entire preceding calendar year 2013*

*This template sets out the reporting requirements for each Monitoring Committee meeting. The Progress Report to be completed by each IB should be brief and relate only to activity within the reporting period itself. An entry must be made under each heading, even if only to formally record no change.*

*N.B. Please use Font 11 "Times New Roman" only.*

**FOR THE REPORTING PERIOD:** January to December 2013

**PRIORITY:** No. 1 – INCREASING ACTIVATION OF THE LABOUR MARKET

**ACTIVITY NAME:** Back to Education Initiative      **ESF No.:** 1.3

#### 1. Activity description

Provide a paragraph *briefly* describing the objectives of the Activity and its target group.

The overall aim of the BTEI (Part-time Programme) is to increase the participation of young people and adults with less than upper second level education in a range of learning opportunities. Therefore, a high priority is to target individuals and groups that experience particular and acute barriers and are more difficult to engage in the formal learning process, for example people with a disability, Travellers, homeless people and lone parents.

The BTEI offers part-time provision of up to 400 hours per year, leading to certification through the National Framework of Qualifications, at QQAI Levels 1-6. The aim is to facilitate adults' access, transfer and progression to other education or employment pathways. The Initiative is designed to complement other Further Education provision funded by the Department of Education and Skills, such as Adult Literacy, Youthreach, VTOS and Post Leaving Certificate Courses.

#### 2. Significant Changes in the Operating Environment

Report on any significant changes in the operating environment that impact, either positively or negatively, on the capacity of the Activity to perform. Examples would include changes in Government policy, socioeconomic trends, etc. Where no significant change has occurred, this should be indicated.

REPLY:

**2.1** The difficulties in relation to economic activity continue to impact sharply on employment levels, with lower-skilled jobs suffering the most. Irish Government policy on skills development, as well as the European Commission Action Plan on

Adult Learning, highlights the need for upskilling adults with low levels of education and training. Providers have continued to report much increased demand for provision, particularly from the recently unemployed and those facing redundancy or reduced working hours. Greater numbers of young people are also seeking access to education and training as a result of the changes in social welfare payments for those under 18.

Many providers continue to report that demand for part-time provision greatly outstrips supply. Anecdotal evidence also suggests that unemployed participants may prioritize part-time provision in order to access or retain part-time temporary employment when it becomes available. There was **an increase in the participation of unemployed people from 43% of participants in 2012 to 44% in 2013 (40% were reported as unemployed in 2011)**. An increased amount of provision is taking place on an inter-agency basis, initiated in conjunction with statutory agencies such as the Department of Social Protection and FÁS, as well as local community interests.

In 2011 providers were requested to promote access, participation and progression opportunities for unemployed people, to take account of the Government's activation agenda. In line with the National Skills Strategy, providers were requested to prioritize older, low-skilled workers, younger age cohorts (those under 25, particularly those with low educational attainment) and those in the 25-34 year old age cohort with PLC/upper secondary educational attainment or below and this was continued for 2013.

Many providers continue to emphasize that short-term educational interventions are counterproductive if more substantial progression opportunities are not subsequently available.

Providers also continue to stress the complexity of work with highly marginalised people who may now be further isolated because of new demand for provision from those who have recently become unemployed.

**2.2** Under the National Partnership Agreement, *Towards 2016* published in June 2006, priority was given to expanding the Back to Education Initiative (Part Time) by 2,000 places by 2009 (from a base of 8000 places in 2006). It was also intended to adopt measures to monitor and evaluate progress within the Initiative.

The national budget allocation for 2013 was **€22,965,000** which provided for the approval of **12,000 places**.

### **2.3 Establishment of SOLAS**

An tSeirbhís Leanúnagh agus Scileanna (SOLAS) was established on 27<sup>th</sup> October 2013.

The main objective of SOLAS is to develop, fund and oversee an integrated further education and training sector. One of the first major tasks to be carried out by SOLAS was the development of a national five year strategy for further education and training. This was developed following consultation with the key stakeholders and sets out a roadmap for the FET sector in response to needs and opportunities for the short, medium and longer term.

### 3. Commentary on Activity-related progress

This section requires an overall commentary on actions within the Activity *for the period to which the report relates, 2013*. Inclusion of historical information should be avoided. Items of interest to the Monitoring Committee would include, for example:

- Any new initiatives or issues which arose *in the reporting period*;
- Any reports/studies either started or finalised/published *within the reporting period*;
- Any obstacles encountered.

Commentary should be confined to progress *within the area of Activity only*.

The guidelines developed to provide practical support for practitioners are listed below:

- ***Certification Matters:*** *Guidelines to Support Certification Outcomes through Back to Education Initiative Funded Programmes.*
- ***Delivering Accredited Programmes to Learners with Disabilities:*** *Guidelines for Facilitating the Successful Delivery of Back to Education Initiative Funded Programmes to Learners with Disabilities.*
- ***Widening Participation in Adult Learning:*** *Guidelines for Effective Planning and Delivery of Back to Education Initiative Outreach Provision.*
- ***Promoting Access and Progression in Adult Learning:*** *Guidelines to Enhance Cooperation between Back to Education Initiative and Adult Literacy Service Programmes.*
- ***Increasing Men's Participation in Adult Learning:*** *Guidelines to Enhance Men's Engagement with Back to Education Initiative Funded Programmes.*

At an overall level, these reports have helped to focus attention on the key objectives of BTEI (Part-time). In particular, it is of note that the guidelines on men's engagement have contributed to **an increase in the overall male participation rate to 33% in 2013**. The guidelines on delivering accredited programmes to learners with disabilities have helped to promote the need to match learners to appropriate programmes in order to optimize positive outcomes.

Copies of the guidelines may be accessed under the Back to Education Initiative at [www.education.ie](http://www.education.ie)

#### 4. Progress in relation to physical performance indicators and targets

Statistical information relating to the reporting period should be provided *in the format contained in the programme Activity Implementation Plan* for each individual Activity. A commentary on the main features of the statistical information should also be provided.

If your Activity does not lend itself to report on the Indicators by calendar year (Jan to Dec.), then please state this fact and complete the table on a mid-year to mid-year basis (e.g. July/Aug 2009 to June 2010).

PERFORMANCE INDICATORS:							
Annual and Cumulative Indicators							
A. OUTPUT							
	Region	Current period/Year: (e.g.) Jan. – Dec. 2013 as applicable			Cumulative totals 2007-2013		
		Male	Female	Total	Male	Female	Total
1. Number of part time BTEI places provided	BMW			3719			
	SAE			8281			
	NAT			12000			
2. number of part time BTEI participants	BMW	3479	7339	10818			
	SAE	6979	13690	20669			
	NAT	10458	21029	31487			
B. RESULT							
	Region	Male	Female	Total	Male	Female	Total
1. Number of part time BTEI participants gaining Certification	BMW	1222	3146	4368			
	SAE	2405	5766	8172			
	NAT	3627	8912	12540			
C. IMPACT							
	Region	Male	Female	Total	Male	Female	Total
1. Number of part time BTEI participants progressing to further education/work	BMW	273	641	914			
	SAE	774	1579	2353			
	NAT	1047	2220	3267			

REPLY:

In addition, statistics on activity at NUTS III (i.e. Regional Authority) level should be provided in the format contained in the table below and should be gender disaggregated where appropriate. The nature of the indicators available at this level may vary from Activity to Activity (e.g. Number of people trained, number of companies assisted, etc). The type of indicator used should, therefore, be stated. Any significant development at NUTS III level should be commented on.

**NUTS III Activity Indicator Report for reporting period (e.g., Jan – Dec. 2013)**

<b>Activity:</b> <i>Number of persons trained</i>			
<b>Indicator Used:</b>			
Region	Total	Gender break-down	
		Male	Female
<i>Border Region</i>	3670	1274	2396
<i>Midland Region</i>	3057	979	2078
<i>West Region</i>	4091	1226	2865
<b>BMW Total</b>	10818	3479	7339
<i>South East Region</i>	3968	1375	2593
<i>Mid East Region</i>	2157	612	1545
<i>Dublin Region</i>	6487	2506	3981
<i>South West Region</i>	4572	1207	3365
<i>Mid West Region</i>	3485	1279	2206
<b>SAE Total</b>	20669	6979	13690
<b>National (BMW + SAE)</b>	31487	10458	21029

Whilst IBs are free to provide *any other additional information* they feel is relevant, this should be provided *separately by way of an appendix* to the main progress report.

## 5. Progress with regard to expenditure

This section of the report relates to the performance of the Activity with respect to the Revised Forecast on the Financial Tables. Financial information should be provided for the reporting period, as well as cumulatively since the start of the OP, in the format contained in the tables at Annex 1.

A commentary should be provided on progress in relation to the annual and cumulative forecasts at National and BMW/SAE levels. Where cumulative expenditure to date is below 75% of forecast, Intermediate Bodies are required to provide reasons for the underspend along with proposals for remedial action.

REPLY:

**Table 1 – Expenditure for the Reporting Period Jan. to December 2013 (€m)**

<b>HCI OP €m</b>	<i>Total Programme Forecast*</i>	<i>Total Programme spend</i>	<i>Expenditure as % of forecast</i>	<i>Total co- financed spend</i>	<i>EU Social Funds</i>	<i>National Public Co- financed</i>	<i>Private Co-financed</i>
<i>Source of information within financial tables</i>		<i>Column</i>		<i>Column</i>	<i>Column</i>	<i>Column</i>	<i>Column</i>
<b>Region</b>							
<i>Dublin</i>		0.00	0.00	0.00	0.00	0.00	0.00
<i>South East</i>		0.00	0.00	0.00	0.00	0.00	0.00
<i>Mid East</i>		0.00	0.00	0.00	0.00	0.00	0.00
<i>Mid West</i>		0.00	0.00	0.00	0.00	0.00	0.00
<i>South West</i>		0.00	0.00	0.00	0.00	0.00	0.00
<b>SAE Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<i>Border</i>		0.00	0.00	0.00	0.00	0.00	0.00
<i>Midland</i>		0.00	0.00	0.00	0.00	0.00	0.00
<i>West</i>		0.00	0.00	0.00	0.00	0.00	0.00
<b>BMW Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>National (BMW + SAE)</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Table 2 – Cumulative Expenditure since January 2007 (€m)**

<b>HCI OP €m</b>	<i>Total Programme Forecast*</i>	<i>Total Programme spend</i>	<i>Expenditure as % of forecast</i>	<i>Total co- financed spend</i>	<i>EU Structural Funds</i>	<i>National Public Co- financed</i>	<i>Private Co-financed</i>
<i>Source of information within financial tables</i>		<i>Column</i>		<i>Column</i>	<i>Column</i>	<i>Column</i>	<i>Column</i>
<b>Region</b>							
<i>Dublin</i>		0.00	0.00	0.00	0.00	0.00	0.00
<i>South East</i>		0.00	0.00	0.00	0.00	0.00	0.00
<i>Mid East</i>		0.00	0.00	0.00	0.00	0.00	0.00
<i>Mid West</i>		0.00	0.00	0.00	0.00	0.00	0.00
<i>South West</i>		0.00	0.00	0.00	0.00	0.00	0.00
<b>SAE Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<i>Border</i>		0.00	0.00	0.00	0.00	0.00	0.00
<i>Midland</i>		0.00	0.00	0.00	0.00	0.00	0.00
<i>West</i>		0.00	0.00	0.00	0.00	0.00	0.00
<b>BMW Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>National (BMW + SAE)</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

\* See Financial Tables.

**6. Data on Participants In Programme Activity Implementation Plan**  
(Commission Implementing Regulation 1828/2006 - Annex XXIII)

**COMPLETE ALL THESE SECTIONS**

**6.1 NUMBER OF PARTICIPANTS PER YEAR**

(People entering, those leaving, carry-over from one year to the next)

	Male:	Female:	Total:
Entrants: (a)	10458	21029	31487
Leaving: (b) (progressed to employment, FET and Other)	2215	4525	6740
Leaving: (b) (Left Early)	1087	1405	2492
Carry-over to next year	3158	6442	9600
<b>Total:</b>			18832
*Under reporting of data on programme outcomes in respect of 12,655 participants (31,487 less 18832)			

**6.2 BREAKDOWN OF PARTICIPANTS BY GENDER**

	Male:	Female:	Total:
Participants:	10458	21029	31487

**6.3 BREAKDOWN OF PARTICIPANTS ACCORDING TO STATUS IN THE LABOUR MARKET**

	Male:	Female:	Total:
<b>Employed</b> (Total number of employed, including self-employed)	1258	4520	5808
Self-employed	n/a	n/a	n/a
<b>Unemployed</b> (Total number of unemployed including long-term unemployed)	5996	7715	13844
Long-term unemployed	4178	4956	9134
<b>Inactive persons</b> (Total number of inactive persons, including those in education, training or retirement, those having given up business, the permanently disabled, those fulfilling domestic tasks or other)	3171	8580	11773
Inactive persons in education or training	n/a	n/a	n/a
<b>Note: Employed + Unemployed + Inactive = Total number of Participants (by Gender)</b>	10425	20815	31425

\*under reporting of data by 62 participants

**6.4 BREAKDOWN OF PARTICIPANTS BY AGE**

	Male:	Female:	Total:
Young people (15-24)	1915	2555	4470
Older workers (55-64)	1325	2442	3767

## 6.5 BREAKDOWN OF PARTICIPANTS BY VULNERABLE GROUPS, IN ACCORDANCE WITH NATIONAL RULES

	Male:	Female:	Total:
Minorities: (Travellers)	156	305	461
Migrants: (ESOL, Refugees, Asylum Seekers, Migrant Workers)	1215	2114	3329
Disabled:	1253	1388	2641
Other disadvantaged people: (Substance Misusers, Ex-Offenders, Homeless, One Parent Family)	666	3684	4350

## 6.6 BREAKDOWN OF PARTICIPANTS BY EDUCATIONAL ATTAINMENT

	Male:	Female:	Total:
Primary or lower secondary education (ISCED 1 and 2)	7031	11426	18457
Upper secondary education (ISCED 3)	2833	7826	10659
Post-secondary non-tertiary education (ISCED 4)	577	1750	2327
Tertiary education (ISCED 5 AND 6)	0	0	0

## 7. Horizontal issues

### Reporting on the Horizontal Principles

#### (1) Social Inclusion

#### (2) Gender Equality and (3) Wider Equal Opportunities

will be required only for the Spring Monitoring Committee meeting each year. The templates for reporting on the Horizontal Principles will be issued to IBs by the OP Managing Authority for completion in advance of Spring Monitoring Committee meetings.

BTEI (Part-time Programme): Social Inclusion Principle Report 2013 (attached)

BTEI (Part-time Programme): Gender and Wider Equal Opportunities Report 2013 (attached)

## 8. Compliance with EU and National policy

It is a requirement that all Programme Activity Implementation Plans comply with EU and national policy in areas such as procurement, competition, state aids etc. Confirmation of compliance should be formally recorded in the progress report with any deviations reported on specifically.

It is the policy of the Department of Education and Skills to comply with all EU regulations in relation to procurement, state aids etc.



## 9. Added Value of ESF Interventions

Please supply a paragraph(s) explaining the benefits and giving examples of how ESF is adding value to national policies and projects, e.g. (the following are examples):

- an increase in the number of participants;
- the support of specific target groups or activities which are not covered by national programmes;
- the testing of new approaches, and/or
- the improvement of processes.

Please feel free to add any further information that might help understand how ESF adds value in Ireland.

Participant numbers have significantly increased during the period of this operational programme, with numbers increasing from 25,860 in 2007 to **31487 in 2013**.

The BTEI enables providers to increase participation through a wider range of flexible options which are appropriate to the particular circumstances of learners, enabling them to combine family, work or personal responsibilities with learning opportunities. BTEI programmes must lead to outcomes accredited to the Further Education and Training Awards Council (FETAC) or to the Junior/Leaving Certificate. The BTEI is the only part-time Further Education programme which is fully accredited.

The BTEI enables providers to expand provision of courses leading to certification at NFQ Levels 3 and 4, provide a link to full-time further education and training and offer progression from literacy and community education programmes. It also facilitates participation in ICT training. The BTEI's primary target group is adults who have not completed upper second level education, particularly the so called "hard to reach" that experience strong barriers to participation.

## 10. Publicity

All ESF co-funded Activities are required to comply with Social Funds information and publicity requirements (see also Section 11 of the AIP). Confirmation of compliance should be formally recorded in the progress report with any deviations reported on specifically.

Specific **examples** of compliance with the requirements should also be provided HERE (e.g. articles in the local or national papers, media, Commission visits, launches, etc).

Information leaflets and posters in both Irish and English are widely circulated on the BTEI (Part-time)

On the basis of the publicity guidelines circulated by the Structural Funds Unit of the Department of Education and Skills in March 2009, beneficiaries are required to show the following on material concerning BTEI (includes websites, stationery, forms, publications, advertisements, information leaflets, launches, seminars, conferences, etc.):

- Ireland's EU Structural Funds logo

- ESF logo
- NDP logo
- “Investing in your future” tagline

**11. Proposals for re-profiling of expenditure (where applicable)**

Any proposal to reprofile expenditure should be contained in this section of the report and should include the rationale for doing so. Reprofiling of expenditure can only be carried out with the approval of the Monitoring Committee (and the European Commission depending on the nature of the reprofiling proposed).

REPLY:

**12. Proposals to amend Programme Activity Implementation Plans (where applicable)**

Amendments to Activity Implementation Plans require the approval of the Monitoring Committee. Any proposal to amend an existing Activity Implementation Plan should indicate the precise change sought and the rationale for doing so. A copy of the proposed new Activity Implementation Plan should also be provided.

There are no proposals to amend the Programme Activity Implementation Plan.