

## 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. 2 INCREASING PARTICIPATION AND REDUCING INEQUALITY IN THE LABOUR FORCE

**ACTIVITY NAME:** Integration of Migrants

**ESF 2.10**

#### 1. Activity description

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

REPLY:

The EPIC Programme targets vulnerable immigrants who are legally resident EU and non-EU nationals entitled to work in Ireland. The overall objective of the Programme is to assist the target group to become economically independent and socially integrated through the provision of employability and employment support structures which enable participants to prepare for and access quality mainstream training, education and employment. The EPIC programme is managed by Business in the Community Ireland – [www.bitci.ie](http://www.bitci.ie).

#### 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, socio-economic trends, etc. Where no significant change has occurred, this should be indicated.

REPLY:

Although the unemployment rate in Ireland improved slightly in 2013 falling to under 13%, it continues to be high. As per the ESRI & Equality Authority report in 2012, migrants face higher unemployment rates than the average. Therefore in 2013 the EPIC programme is operating in a broadly similar environment to 2012 with a large demand from immigrants seeking support to find employment. Rising referral rates to the EPIC programme year on year demonstrate the ongoing need.

### 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*.

REPLY:

The EPIC Programme structure has remained broadly similar since 2009, with ongoing review and modifications and improvements to meet our clients changing needs. It combines classroom training, individual support, work experience opportunities and business involvement to assist our clients to find employment, or further training/education leading to employment.

#### Training

In 2013, the Pre-employment & Interview skills modules (Weeks 1 – 4 of the training) continued to focus on Pre-employment preparation with an emphasis on English for employment. A cross-cultural approach to content delivery and frequent team building exercises are followed which acknowledge the previous experiences and knowledge of participants and facilitate interaction and bonding between them.

The Living and Working in Ireland module (Weeks 5 and 6 of the training) provides up-to-date information on a variety of services and themes which help our clients understand important aspects of Irish life. In 2013 a total of 98 presentations were made in cooperation with 7 NGOs and 1 statutory body. The objective of the presentations is to increase understanding of and integration into Irish society and to facilitate networking.

All elements of EPIC training and support have a strong focus on Motivation, as this is one of the key factors in successfully accessing employment. In 2013 we increased our emphasis on helping clients to manage stress and build resilience in response to an increasing level of presentation of issues of anxiety, depression and other problems.

#### Promotions

Promotional activity keeps immigrants informed of the EPIC programme to ensure they know of our service and that we are meeting their needs. In 2013 we had 648 referrals. Of these referrals, 520 attended for assessment. 43% of those assessed were sent by former EPIC clients and 19% were referred by Intreo and Social Welfare offices. Blanchardstown, D'Olier Street and Parnell offices had the highest rates of referrals. The balance of referrals came from the organisations contacted throughout the year and internet searches.

In 2013, the promotion of the programme focused on increasing the number of Non-EU nationals joining the services. The following actions were implemented throughout the year:

- Staff members attended 12 events and provided information and materials about the programme
- EPIC participated in 5 job fairs working in alliance with the ILAC Library, the Dublin City Council, TD and the Dublin Inner City Network.
- A workshop for unemployed immigrants was organised by EPIC staff and delivered during the second quarter of the year.
- Information was provided to 8 organisations specialising in services of refugees.
- A total of 18 African organisations were given comprehensive information about EPIC services.

- 10 colleges and 11 social welfare offices were contacted and given information about the programme.
- 10 organisations added links to the EPIC webpage within their own websites
- EPIC's Facebook page was used actively to post information about events and activities to promote social integration (an average of 5 posts per week). At end 2013, there were 845 EPIC Facebook friends.

NB: ESF funding is acknowledged in all our promotional materials and activities.

### **Work placements**

A total of 13 trainees were recruited, trained and supervised in the Work Placement Scheme within the EPIC Programme during 2013. The participants have reported on the usefulness of the experience in terms of boosting their confidence (89%), increasing their understanding of the Irish working environment (78%) and the specifically the familiarity with the Non-profit sector (56%). Overall 51 work placements have been offered since the scheme started in 2009 and of those, 41 participants have engaged in employment or training after finishing the experience. 4 additional work placements were provided in other departments of Business in the Community (BITC).

Outside BITC, 18 trainees were supported into work experience placements in external companies.

### **Business support**

- BT continues to deliver I.T. training to our EPIC clients through the BT Connected Communities Initiative. With EPIC as centre partner, BT provided 15 IT trainings to 107 EPIC clients bringing the total from commencement of the partnership to 721 clients.
- CPL continues to provide Mock Interviews for EPIC clients in each training group. This is invaluable experience and an opportunity to gain feedback. 116 mock interviews were provided in 2013, an increase of 14 on the previous year.
- Ericsson provided Social Media Training focused in the use of LinkedIn, Facebook, and Twitter). In 2013, 81 EPIC clients attended and completed the training.
- KPMG provided mentoring during 2013 for 4 EPIC clients interested in working in the financial area, and increase of 1 on 2012.
- Other companies who provided support to EPIC during 2013 include Bank of Ireland, Oracle, Matheson, Veolia Transdev, Mercury Engineering and eBay. Supports include client training, peer talks, site visits, work placements, staff training etc.

## **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*- in the table below.

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. June 2008 to May 2009).

| PERFORMANCE INDICATORS:  |        |  |        |       |                                |        |       |
|--|--------|--|--------|-------|--------------------------------|--------|-------|
| Annual and Cumulative Indicators   |        |  |        |       |                                |        |       |
| A. OUTPUT  |        |  |        |       |                                |        |       |
|  | Region | Current period/Year:<br>(e.g.) Jan. – Dec. 2013<br>as applicable |        |       | Cumulative totals<br>2007-2013 |        |       |
|  |        | Male   | Female | Total | Male                           | Female | Total |
| 1. The number of individuals Participating in preparation for employment programme<br>(Referrals)  | BMW    | n/a  | n/a    | n/a   | n/a                            | n/a    | n/a   |
|  | SAE    | 276  | 372    | 648   | 1,426                          | 1,848  | 3,274 |
|  | NAT    | 276  | 372    | 648   | 1,426                          | 1,848  | 3,274 |
| B. RESULT  |        |  |        |       |                                |        |       |
|  | Region | Male   | Female | Total | Male                           | Female | Total |
| 1. The number of participants who complete specific training and/or mentoring and are ready to enter the employment market<br>(Engaged/Participated) | BMW    | n/a  | n/a    | n/a   | n/a                            | n/a    | n/a   |
|  | SAE    | 130  | 181    | 311   | 703                            | 991    | 1,694 |
|  | NAT    | 130  | 181    | 311   | 703                            | 991    | 1,694 |
| C. IMPACT  |        |  |        |       |                                |        |       |
|  | Region | Male   | Female | Total | Male                           | Female | Total |
| 1. The number of participants gaining employment.<br>[Data gathered by on-going contact with clients. It is self-reported]<br>(Placed)               | BMW    | n/a  | n/a    | n/a   | n/a                            | n/a    | n/a   |
|  | SAE    | 73   | 115    | 188   | 495                            | 809    | 1,304 |
|  | NAT    | 73   | 115    | 188   | 495                            | 809    | 1,304 |

## REPLY:

EPIC operates in the Dublin region only. In 2012, there were 648 referrals to the Programme, a continuing increase year on year. Of these referrals, 528 attended for assessment.

311 people engaged with the EPIC Programme in 2012. The remainder did not engage for reasons including ineligibility (not legally entitled to work in Ireland), below the required English language standard, or accepted job/training offers before starting training. 188 clients who engaged in the Programme were placed into Employment (108) or Training/education (80).

In 2013, the gender balance of participants in the EPIC programme was 58% female vs 42% male. Women were slightly more likely to be placed in Employment, Training or work experience. 115 women were placed (61%); 73 men were placed (39%).

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 (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>                              |       |                   |        |
| <i>Midland Region</i>                             |       |                   |        |
| <i>West Region</i>                                |       |                   |        |
| <b><i>BMW Total</i></b>                           |       |                   |        |
| <i>South East Region</i>                          |       |                   |        |
| <i>Mid East Region</i>                            |       |                   |        |
| <i>Dublin Region</i>                              |       |                   |        |
| <i>South West Region</i>                          |       |                   |        |
| <i>Mid West Region</i>                            |       |                   |        |
| <b><i>SAE Total</i></b>                           |       |                   |        |
| <b>National (<i>BMW + SAE</i>)</b>                |       |                   |        |

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 under-spend along with proposals for remedial action.

REPLY:

Expenditure for the Dublin region in 2013 continued to be in line with agreed inputs and outputs.

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

| <b>HCI OP<br/>€m</b>   | <i>Total<br/>Programme<br/>Forecast*</i> | <i>Total<br/>Programme<br/>spend</i> | <i>Expenditure<br/>as % of<br/>forecast</i> | <i>Total co-<br/>financed<br/>spend</i> | <i>EU<br/>Social<br/>Funds</i> | <i>National<br/>Public<br/>Co-<br/>financed</i> | <i>Private<br/>Co-financed</i> |
|--|--|--------------------------------------|---|---|--------------------------------|---|--------------------------------|
| <i>Source of<br/>information within<br/>financial tables</i> |  | <i>Column</i>                        |   | <i>Column</i>                           | <i>Column</i>                  | <i>Column</i>                                   | <i>Column</i>                  |
| <b>Region</b>  |  |                                      |   |   |                                |   |                                |
| <i>Dublin</i>  | 432,575                                  | 329,652                              | 77.00                                       | 329,652                                 | 164,826                        | 164,826   | 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>   | 432,575                                  | 329,652                              | 77.00                                       | 329,652                                 | 164,826                        | 164,826   | 0.00                           |
|  |  |                                      |   |   |                                |   |                                |
| <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>   |  | 0.00                                 | 0.00  | 0.00                                    | 0.00                           | 0.00  | 0.00                           |
|  |  |                                      |   |   |                                |   |                                |
| <b>National (BMW<br/>+ SAE)</b>                              | 432,575                                  | 329,652                              | 77.00                                       | 329,652                                 | 164,826                        | 164,826   | 0.00                           |

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

| <b>HCI OP<br/>€m</b>   | <i>Total<br/>Programme<br/>Forecast*</i> | <i>Total<br/>Programme<br/>spend</i> | <i>Expenditure<br/>as % of<br/>forecast</i> | <i>Total co-<br/>financed<br/>spend</i> | <i>EU<br/>Structural<br/>Funds</i> | <i>National<br/>Public<br/>Co-<br/>financed</i> | <i>Private<br/>Co-financed</i> |
|--|--|--------------------------------------|---|---|------------------------------------|---|--------------------------------|
| <i>Source of<br/>information within<br/>financial tables</i> |  | <i>Column</i>                        |   | <i>Column</i>                           | <i>Column</i>                      | <i>Column</i>                                   | <i>Column</i>                  |
| <b>Region</b>  |  |                                      |   |   |                                    |   |                                |
| <i>Dublin</i>  | 2.733777                                 | 2.331336                             | 86.00                                       | 2.331336                                | 1.65668                            | 1.65668   | 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>   | 2.733777                                 | 2.331336                             | 86.00                                       | 2.331336                                | 1.65668                            | 1.65668   | 0.00                           |
|  |  |                                      |   |   |                                    |   |                                |
| <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>   |  | 0.00                                 | 0.00  | 0.00                                    | 0.00                               | 0.00  | 0.00                           |
|  |  |                                      |   |   |                                    |   |                                |
| <b>National (BMW<br/>+ SAE)</b>                              | 2.733777                                 | 2.331336                             | 86.00                                       | 2.331336                                | 1.65668                            | 1.65668   | 0.00                           |

\* 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)<br>(Engaged/Participated)     | 130             | 181              | 311              |
| Leaving: (b)<br>(Placed + Disengaged)       | 73<br>34<br>107 | 115<br>43<br>158 | 188<br>77<br>265 |
| Carry-over to next year<br>[ (a) less (b) ] | 23              | 23               | 46               |
| <b>Total:</b>                               |                 |                  |                  |

#### 6.2 BREAKDOWN OF PARTICIPANTS BY GENDER

|               | Male: | Female: | Total: |
|---------------|-------|---------|--------|
| Participants: | 130   | 181     | 311    |

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

|   | Male: | Female: | Total: |
|---|-------|---------|--------|
| <b>Employed</b><br>(Total number of employed, including self-employed)  | n/a   | n/a     | n/a    |
| Self-employed   | n/a   | n/a     | n/a    |
| <b>Unemployed</b><br>(Total number of unemployed including long-term unemployed)  | 130   | 181     | 311    |
| Long-term unemployed  |       |         |        |
| <b>Inactive persons</b><br>(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) | n/a   | n/a     | n/a    |
| Inactive persons in education or training   |       |         |        |
| <b>Note: Employed + Unemployed + Inactive = Total number of Participants (by Gender)</b>  | 130   | 181     | 311    |

#### 6.4 BREAKDOWN OF PARTICIPANTS BY AGE

|                                    | Male: | Female: | Total: |
|------------------------------------|-------|---------|--------|
| Young people (15-24)<br>(under 30) | 22    | 31      | 53     |
| Older workers (55-64)<br>(over 50) | 2     | 3       | 5      |

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

|                             | Male: | Female: | Total: |
|-----------------------------|-------|---------|--------|
| Minorities:                 |       |         |        |
| Migrants:                   | 130   | 181     | 311    |
| Disabled:                   |       |         |        |
| Other disadvantaged people: |       |         |        |

## 6.6 BREAKDOWN OF PARTICIPANTS BY EDUCATIONAL ATTAINMENT

|  | Male: | Female: | Total: |
|--|-------|---------|--------|
| Primary or lower secondary education (ISCED 1 and 2) | 2     | 3       | 5      |
| Upper secondary education (ISCED 3)                  | 21    | 16      | 37     |
| Post-secondary non-tertiary education (ISCED 4)      | 24    | 35      | 59     |
| Tertiary education (ISCED 5 AND 6)                   | 83    | 127     | 210    |

## 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.

SEE SEPARATE TEMPLATES

## 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.

REPLY:

Procurement rules and procedures are complied with in line with EU and national requirements



## 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.

REPLY:

The ESF is adding significant value to the EPIC programme as it provides matching funding and support to the programme with the Department of Justice and Equality. The EPIC programme directly addresses the ESF mission to help prevent and fight unemployment, to make Europe's workforce and companies better equipped to face new challenges and to prevent people losing touch with the labour market. Ensuring that migrant workers participate in the Irish workforce strengthens Irish companies by increasing their diversity. EPIC is the only programme of its kind supporting migrant workers to access or re-enter the Irish job market.

EPIC is recognised as a highly successful and innovative programme by many organisations working with migrants and is gaining wider international recognition through the ESF, international visits (e.g. participation in Leargas, the National Agency in Ireland for the management of national and international exchange and cooperation programmes) and through investigation of partnership opportunities with other European organisations.

Currently implemented only within the greater Dublin area, the successful outcomes of the EPIC programme could be replicated nationally (and internationally) should additional funding be directed to the EPIC programme

## 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).

REPLY:

The project acknowledges receipt of EU funding on its website (<http://www.bitc.ie/employment-programmes/eu-government-support/>) and on all publications and literature associated with the project. Acknowledgement of the ESF funding is also widely advertised on the in-house training materials and on posters on walls within the EPIC Programme venue. All articles and talks to outside organisations reference our funders. Our annual Graduation ceremony, attended by the Minister for Justice and Equality, fully credits our funders.

**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. Reprofile 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:

None

**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.

REPLY:

None