

## 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 twice a year as follows:*

*Spring: relating to the entire preceding calendar year  
Autumn: relating to the period January-June of the current year.*

*This template sets out the reporting requirements for each Monitoring Committee meeting. The Progress Reports 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.*

**FOR THE REPORTING PERIOD:** January to December 2011

**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 through the provision of employability and employment support structures which enable participants to prepare for and access quality mainstream training, education and employment.

#### 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:

The ongoing difficulties in Ireland's economy and the high unemployment rate are continuing to make it challenging to find quality employment for EPIC clients. This was also a challenge in 2010. Despite these challenges, the EPIC programme successfully met the 2011 targets agreed.

### 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*. 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 modifications and improvements to meet our clients changing needs. It combines classroom training, individual support and business involvement to assist our clients to find employment, or further training/education leading to employment.

#### **Training**

In 2011, 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 access to up-to-date information on a variety of services and themes essential for anyone moving to live in Ireland. In 2011 a total of 124 presentations were made by NGOs and other trainers, the majority for no charge. The objective of the presentations is to increase understanding of and integration into Irish society and to facilitate networking.

#### **Promotions**

Promotions activity keeps immigrants informed of the EPIC programme to ensure that we are meeting their needs. In 2011, the following Promotion activities were completed:-

- 321 NGOs, statutory and voluntary organisations were given information about the programme resulting in 251 referrals from those organisations
- 132 contacts from African, European, Asian, Middle Eastern, Caribbean and Latin-American groups, organisations and local stores based in Dublin were provided with information and materials about the programme
- EPIC staff attended 20 events and conferences focused on migration and social inclusion issues and provided information and materials about the programme.
- Delivered 2 presentations about the programme services, one with the ILAC Library and the other with the Whitehall College of Further Education
- 8 articles on EPIC published in online magazines, newsletters and newspapers
- The programme added permanent links to the EPIC webpage from 10 different NGOs websites
- EPIC Programme Facebook ID was used actively during the year to post information about events and activities that promote social integration. The number of friends in Facebook increased by 81% during 2011

### **Volunteers / Work placements**

Since June 2009 the EPIC Programme has provided supervised work placements in a supportive work environment. In 2011, twelve clients participated in the scheme. Additionally 6 of our clients had work placements in Business in the Community member companies – Abbott & Sodexo – or in other smaller companies.

### **Individual support**

In 2011 the four EPIC Training and Employment Officers (TEOs) provided one to one career guidance and support in accessing employment or training to 338 migrants from over 60 countries. This individual tailored service is critical in supporting clients to continue seeking and eventually get jobs or further education.

Additionally, the EPIC Social Support Officer provides individual support to help clients address other issues, not related to seeking work/education. These issues include family problems, mental health, social welfare, accessing healthcare etc. Where possible, clients are referred to other services specializing in the issue.

### **Business support**

- **BT** continues to support 2 days of IT training for EPIC clients in every 6 week programme (15 sessions in 2011). They have now donated a number of laptops to EPIC and they fund an IT trainer.
- **CPL** continues to provide Mock Interviews for EPIC clients in each training group. This is invaluable experience and an opportunity to gain feedback. 99 mock interviews were provided in 2011.
- In late 2011, **Ericsson** started to work with the EPIC programme and provide training on using Social Media to find employment. 23 clients received training in 2011. This training is now being provided for all clients (15 sessions per year).
- **KPMG** provided mentoring during 2011 for 3 EPIC clients interested in working in the financial area; **Sodexo** & **Abbott** and a number of smaller companies provided work placements for 6 EPIC clients in 2011.

### **Obstacle / observations**

In 2011, the workload was extremely high. Our programme staff worked with 338 clients compared to 255 in 2010, an increase of 33%. Therefore all staff worked at full capacity and beyond.

Clients continue to present with significant issues beyond unemployment, and addressing these is a key part of our service, allowing people to overcome their barriers to employment. The holistic approach is critical to its success.

Despite the poor economic and employment environment, the EPIC programme was very successful in supporting clients to gain employment and training, with 67% of clients placed in employment, education or work experience.

#### 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: (e.g.) Jan. – Dec. 2011 as applicable			Cumulative totals 2007-2011		
		Male	Female	Total	Male	Female	Total
1. The number of individuals Participating in preparation for employment programme (Referred/Entrants)	BMW	n/a	n/a	n/a	n/a	n/a	n/a
	SAE	234	271	505	902	1200	2102
	NAT	234	271	505	902	1200	2102
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 (Engaged/Participated)	BMW	n/a	n/a	n/a	n/a	n/a	n/a
	SAE	149	189	338	494	800	1461
	NAT	149	189	338	494	800	1461
C. IMPACT							
	Region	Male	Female	Total	Male	Female	Total
1. The number of participants gaining employment. [Data gathered by on-going contact with clients. It is self-reported] (Placed)	BMW	n/a	n/a	n/a	n/a	n/a	n/a
	SAE	96	131	227	342	571	913
	NAT	96	131	227	342	571	913

REPLY:

EPIC operates in the Dublin region only. In 2011, the Programme had 505 referrals, a slight increase on 2010 (3%)

Of these, 338 (67%) engaged with the EPIC Programme. The remaining 167 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. 227 clients who engaged in the Programme were placed into Employment (129) or Training/education (98).

In 2011, the gender balance of participants on the Programme was more even than in 2010 – 56% female vs 44% male. Of clients placed, 58% were female vs 42% male.

Since starting in 2007, 1461 clients have engaged with the EPIC Programme and of these 913 (71%) have been placed. Overall, females continue to form a higher percentage of those engaged and placed, making up 62% of clients who engaged and 63% of clients placed. In the initial phase (2007) of the Programme which targeted the Parents of Irish Born Children, participants were predominantly women and this affects the cumulative total.

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. 2011)

<b>Activity:</b> <i>Number of persons trained</i>			
<b>Indicator Used:</b>			
<b>Region</b>	<b>Total</b>	<b>Gender break-down</b>	
		Male	Female
<i>Border Region</i>	n/a	n/a	n/a
<i>Midland Region</i>	n/a	n/a	n/a
<i>West Region</i>	n/a	n/a	n/a
<b><i>BMW Total</i></b>	n/a	n/a	n/a
<i>South East Region</i>	n/a	n/a	n/a
<i>Mid East Region</i>	n/a	n/a	n/a
<i>Dublin Region</i>	338	149	189
<i>South West Region</i>	n/a	n/a	n/a
<i>Mid West Region</i>	n/a	n/a	n/a
<b><i>SAE Total</i></b>	338	149	189
<b><i>National (BMW + SAE)</i></b>	338	149	189

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 2011 continued to be in line with agreed inputs and outputs.

**Table 1 – Expenditure for the Reporting Period Jan. to December 2011 (€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>	500,000	359,219	71.85	359,219	179,609	179,609	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>500,000</b>	<b>359,219</b>	<b>71.85</b>	<b>359,219</b>	<b>179,609</b>	<b>179,609</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>	2,801,202	1,395,716	49.83	1,395,716	697,858	697,858	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>2,801,202</b>	<b>1,395,716</b>	<b>49.83</b>	<b>1,395,716</b>	<b>697,858</b>	<b>697,858</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) (Engaged/Participated)	149	189	338
Leaving: (b) (Placed + Disengaged)	96 <u>31</u> <b>127</b>	131 <u>31</u> <b>162</b>	227 <u>62</u> <b>289</b>
Carry-over to next year [ (a) less (b) ]	22	27	49
<b>Total:</b>			

**6.2 BREAKDOWN OF PARTICIPANTS BY GENDER**

	Male:	Female:	Total:
Participants:	149	189	338

**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)	n/a	n/a	n/a
Self-employed	n/a	n/a	n/a
<b>Unemployed</b> (Total number of unemployed including long-term unemployed)	149	189	338
Long-term unemployed			
<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)	n/a	n/a	n/a
Inactive persons in education or training			
<b>Note: Employed + Unemployed + Inactive = Total number of Participants (by Gender)</b>	149	189	338

**6.4 BREAKDOWN OF PARTICIPANTS BY AGE**

	Male:	Female:	Total:
Young people (15-24) (under 30)	42	62	104
Older workers (55-64) (over 50)	11	10	21

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

	Male:	Female:	Total:
Minorities:			
Migrants:	149	189	338
Disabled:			
Other disadvantaged people:			

**6.6 BREAKDOWN OF PARTICIPANTS BY EDUCATIONAL ATTAINMENT**

	Male:	Female:	Total:
Primary or lower secondary education (ISCED 1 and 2)			5
Upper secondary education (ISCED 3)			70
Post-secondary non-tertiary education (ISCED 4)			78
Tertiary education (ISCED 5 AND 6)			185

**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. 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.

Implemented within the greater Dublin area, the successful outcomes of the EPIC programme could be replicated nationally 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 EU funding 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.

**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:       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