**Additional Conditions of Grant – Parental Employment Support Fund**

1. The delivery of the project under this agreement is done on behalf of the Council and as part of the implementation of the city’s Joined Up For Jobs Strategy. As such it is the responsibility of the Funded Organisation to offer to participants the best combination of opportunities available to them, drawing on all services in the city as appropriate; and at the end of the organisation’s relationship with the participant to signpost to other relevant services where possible.
2. Continuity of service to participants: In the event of this funding agreement being terminated, the Funded Organisation and the Council will be jointly responsible for ensuring continuity of service for participants. The Funded Organisation will take all reasonable measures to provide the Council with relevant data and information to ensure that participants are not disadvantaged by agreement termination.
3. The Funded Organisation will notify the Council of all sources of funds or resources to be applied to the delivery of the activities covered by this contract; and of any conditions attached to them. It will also notify the Council of any plans to use the funds available under this contract as match funding for any other proposed activity or funding application, including for European funding.
4. To enable the effective management of Joined Up for Jobs service provision, Funded Organisations will use Caselink to record client data. Caselink is the current management information system which has been established by the Joined Up For Jobs partnership for collection of participant data and facilitation of information sharing within the JUFJ provider network. Organisations will seek consent from participants for the use of data for these purposes as per documentation provided by Capital City Partnership.
5. Organisations will collect and retain evidence of outcomes achieved (see PESF Monitoring and Evaluation Framework). This evidence will be audited by Capital City Partnership on behalf of the Council.
6. The ineligible costs which cannot be funded under the Grant are:

* Reclaimable Value Added Tax;
* Council or other organisation/agency general overhead charges - capital, management, administration, accommodation, travel and subsistence costs;
* Allowances, other than travelling expenses, paid to participants;
* Child Care costs;
* Any programmes or activities which do not have the aim of assisting participants to access or progress in employment; and
* Any goods or services not received by the Grantee by the end of the final financial year.

1. Participants must be domiciled within the City of Edinburgh.