



QUESTIONNAIRE

Tackling Disadvantage, Disengagement and Discrimination in London's Labour Market

Does your organisation:

- **target one or more of these disadvantaged groups:**
black and minority ethnic groups; refugees and/or asylum seekers; people with disabilities; 16-19 year olds -not in employment, education or training; older people (50+); lone parents; homeless people; travellers; ex-offenders; drug and alcohol misusers; people living in areas with high levels of multiple deprivation; returners to the labour market; people made redundant; long term unemployed (more than 12 months); economic migrants
- **help Londoners who are not in employment:**
to develop employability skills and/or gain entry to employment

We are creating a database covering all London projects that aim to help members of particular disadvantaged groups develop employability skills and/or to assist them in gaining direct access to jobs. The database seeks to list all projects from April 2001 up to today. When completed, it will become a useful research and policy tool for all agencies by giving a fuller picture of existing efforts to combat labour market disadvantage and discrimination.

Please fill in this questionnaire (one per project). Please feel free to photocopy it or request extra copies (see p.8 for contact details). Alternatively, our questionnaire can be found at: www.workinglives.org/disadvantage.html

Every organisation completing a questionnaire will receive a complimentary CD of all database entries and descriptions of good practice.

The membership of the Steering Committee for this project includes:

- London Metropolitan University (lead partner)
- Central London Learning Partnership
- CITB-ConstructionSkills
- DABD
- FRESA Social Inclusion Group
- Jobcentre Plus
- London Learning and Skills Councils
- London North Learning Partnership
- London Strategic Health Authorities
- LVSTC
- London Voluntary Service Council
- London West Learning Partnership
- OCNLR
- Refugee Council
- SERTUC Learning Services

DISADVANTAGE, DISENGAGEMENT, DISCRIMINATION PROJECT
DATABASE OF LONDON PROJECTS

Please fill in **one questionnaire for each project in your organisation** that meets the criteria set out on page one. Please answer all questions that are relevant to your project.

Some questions about yourself and your organisation

(If you have already completed a copy of this questionnaire it is only necessary to provide name of organisation for additional replies)

Name _____

Position _____

Organisation								
Address								
Town/City				London Borough	Postcode			
Tel:				Fax	Mobile			
Email				Website				
Type of organisation	Statutory/ Public	<input type="checkbox"/>	Voluntary/ Community	<input type="checkbox"/>	Private	<input type="checkbox"/>	Other	<input type="checkbox"/>

Some questions about the objectives and target groups of your project

1. Name of the project

.....

2. Date(s) when the project was delivered between 2001 and 2006
(please state)

.....

3. How often was the project delivered between 2001 and 2006?

- It was a rolling programme
- Once
- Twice
- Three times
- More than three times

4. Main project objective(s)
(please tick as appropriate)

Basic or General Employability Skills (e.g. CV writing)	<input type="checkbox"/>
Vocational Training	<input type="checkbox"/>
Access to Jobs / Job brokerage	<input type="checkbox"/>
Skills for Life (please tick as appropriate)	
Literacy <input type="checkbox"/>	ESOL <input type="checkbox"/>
Numeracy <input type="checkbox"/>	ICT <input type="checkbox"/>
Information Advice Guidance (IAG)	<input type="checkbox"/>
Volunteering	<input type="checkbox"/>
Raising employer awareness	<input type="checkbox"/>
Other (please state)	<input type="checkbox"/>
.....	

5. Was the project delivered in partnership?

If yes please list main project partners

.....

6a. Client/Target groups

(please tick the main target group on the left and up to three secondary target groups on the right)

<i>Tick main group</i>		<i>Tick max.3 others</i>
<input type="checkbox"/>	Black and minority ethnic groups	<input type="checkbox"/>
<input type="checkbox"/>	Refugees and/or asylum seekers	<input type="checkbox"/>
<input type="checkbox"/>	People with disabilities	<input type="checkbox"/>
<input type="checkbox"/>	16-19 year olds - not in employment, education or training	<input type="checkbox"/>
<input type="checkbox"/>	Older people (50+)	<input type="checkbox"/>
<input type="checkbox"/>	Lone parents	<input type="checkbox"/>
<input type="checkbox"/>	Homeless people	<input type="checkbox"/>
<input type="checkbox"/>	Travellers	<input type="checkbox"/>
<input type="checkbox"/>	Ex-offenders	<input type="checkbox"/>
<input type="checkbox"/>	Drug and alcohol misusers	<input type="checkbox"/>
<input type="checkbox"/>	People living in areas with high levels of multiple deprivation	<input type="checkbox"/>
<input type="checkbox"/>	Returners to the labour market	<input type="checkbox"/>
<input type="checkbox"/>	People made redundant	<input type="checkbox"/>
<input type="checkbox"/>	Long term unemployed (more than 12 months)	<input type="checkbox"/>
<input type="checkbox"/>	Economic Migrants	<input type="checkbox"/>

6b. Was the project additionally targeted at:

- a) Particular gender group No Yes *which.....*
- b) Particular ethnic group(s) No Yes *which.....*
- c) Particular age group(s) No Yes *which.....*

Some questions about the project participants

7. Participants' gender (*all intakes from 2001 – 2006*)

How many men?

%

How many women?

%

8. Participants' Ethnic Origin

(*please tick the main ethnic group on the left and all others on the right*)

<i>Tick main group</i>	<i>Ethnic Group</i>	<i>Additional groups</i>
	White	
<input type="checkbox"/>	British	<input type="checkbox"/>
<input type="checkbox"/>	Irish	<input type="checkbox"/>
<input type="checkbox"/>	Other White	<input type="checkbox"/>
	Black or Black British	
<input type="checkbox"/>	Caribbean	<input type="checkbox"/>
<input type="checkbox"/>	African	<input type="checkbox"/>
<input type="checkbox"/>	Other Black	<input type="checkbox"/>
	Asian or Asian British	
<input type="checkbox"/>	Indian	<input type="checkbox"/>
<input type="checkbox"/>	Pakistani	<input type="checkbox"/>
<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>
<input type="checkbox"/>	Other Asian	<input type="checkbox"/>
	Chinese or other ethnic background	
<input type="checkbox"/>	Chinese	<input type="checkbox"/>
<input type="checkbox"/>	Other background	<input type="checkbox"/>
	Mixed	
<input type="checkbox"/>	White & Black Caribbean	<input type="checkbox"/>
<input type="checkbox"/>	White & Black African	<input type="checkbox"/>
<input type="checkbox"/>	White & Asian	<input type="checkbox"/>
<input type="checkbox"/>	Other Mixed	

9. Participants' age (all intakes from 2001 – 2006)

Age Group	Please tick one or more
16 – 19	<input type="checkbox"/>
20 – 24	<input type="checkbox"/>
25 – 49	<input type="checkbox"/>
50 +	<input type="checkbox"/>

10. Project Funding

(please tick the main source(s) of funding for the project)

Learning & Skills Council (LSC)	<input type="checkbox"/>	Single Regeneration Budget (SRB)	<input type="checkbox"/>
London Development Agency (LDA)	<input type="checkbox"/>	Association of Local Government (ALG)	<input type="checkbox"/>
Local Authority	<input type="checkbox"/>	Mayor of London / Government for London (GLA)	<input type="checkbox"/>
European Social Fund (ESF)	<input type="checkbox"/>	Government Office for London (GOL)	<input type="checkbox"/>
Neighbourhood Renewal Fund (NRF)	<input type="checkbox"/>	Fast Forward	<input type="checkbox"/>
Jobcentre Plus	<input type="checkbox"/>	Lottery Funding	<input type="checkbox"/>
Home Office	<input type="checkbox"/>	Trust or Charity	<input type="checkbox"/>
Connexions	<input type="checkbox"/>	Other (please state)	<input type="checkbox"/>
Neighbourhood Learning in Deprived Communities	<input type="checkbox"/>	

11. The area from which your project recruited participants

(please tick one or more)

London-wide	<input type="checkbox"/>
London Boroughs	
Barking and Dagenham	<input type="checkbox"/>
Barnet	<input type="checkbox"/>
Bexley	<input type="checkbox"/>
Brent	<input type="checkbox"/>
Bromley	<input type="checkbox"/>
Camden	<input type="checkbox"/>
City of London	<input type="checkbox"/>
Croydon	<input type="checkbox"/>
Ealing	<input type="checkbox"/>
Enfield	<input type="checkbox"/>
Greenwich	<input type="checkbox"/>
Hackney	<input type="checkbox"/>
Hammersmith and Fulham	<input type="checkbox"/>
Haringey	<input type="checkbox"/>
Harrow	<input type="checkbox"/>
Havering	<input type="checkbox"/>
Hillingdon	<input type="checkbox"/>
Hounslow	<input type="checkbox"/>
Islington	<input type="checkbox"/>
Kensington and Chelsea	<input type="checkbox"/>
Kingston upon Thames	<input type="checkbox"/>
Lambeth	<input type="checkbox"/>
Lewisham	<input type="checkbox"/>
Merton	<input type="checkbox"/>
Newham	<input type="checkbox"/>
Redbridge	<input type="checkbox"/>
Richmond upon Thames	<input type="checkbox"/>
Southwark	<input type="checkbox"/>
Sutton	<input type="checkbox"/>
Tower Hamlets	<input type="checkbox"/>
Waltham Forest	<input type="checkbox"/>
Wandsworth	<input type="checkbox"/>
Westminster	<input type="checkbox"/>

12. Total number of project participants
(all intakes between 2001 and 2006)

13a. How many project hours per participant?

13b. How intensive was the project for participants?

(please state length in days/weeks/months as appropriate)

Some questions about the project's outputs and outcomes

14. Awarded qualification or certificate

<i>Qualification</i>	<i>Please tick</i>	<i>Please specify type and level (e.g. NVQ2 in Business and Administration or OCNLR)</i>
Nationally accredited qualification	<input type="checkbox"/>	
Locally accredited qualification	<input type="checkbox"/>	
Certificate of attendance	<input type="checkbox"/>	
Other	<input type="checkbox"/>	
None	<input type="checkbox"/>	

15. What percentage of the participants

	<i>Percentages</i>	<i>Does not apply/ Do not know</i>
Got a qualification?		<input type="checkbox"/>
Got a part or full time job? (16 hours+ per week)		<input type="checkbox"/>
Got a part time job (less than 16 hours per week)		<input type="checkbox"/>
Progressed to other courses or projects		<input type="checkbox"/>
Other / None of the above		<input type="checkbox"/>

16. Other benefits gained

(please state other benefits gained by participants, e.g. details of any work placement experience, 'soft' outcomes)

.....
.....
.....
.....
.....
.....

17. Did you have any formal or informal feedback from participants and employers? <i>(Please tick as appropriate)</i>		
	Formal	Informal
Feedback from participants on completion of the project	<input type="checkbox"/>	<input type="checkbox"/>
Feedback from participants who did not complete the project	<input type="checkbox"/>	<input type="checkbox"/>
Follow up feedback from participants after 6 months	<input type="checkbox"/>	<input type="checkbox"/>
Feedback from employers about the project	<input type="checkbox"/>	<input type="checkbox"/>
Feedback from employers about individual participants	<input type="checkbox"/>	<input type="checkbox"/>
Other Feedback <i>(please state)</i>	<input type="checkbox"/>	<input type="checkbox"/>

18. Does your project prepare for employment in a particular sector?

Yes No

If yes, please specify (e.g. creative industries, construction, retail etc.)

.....

19. Was there an independent project evaluation ?

Yes No

20. Any other comments

(e.g. about funding, future development, specific difficulties you encountered, particular success stories, etc.)

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.....
.....
.....
.....
.....

Further information about the project is attached

Thank you for taking part in this research

**Please return your questionnaire as soon as possible using the
Freepost envelope provided to:**

Dr. Anna Paraskevopoulou
Disadvantage, Disengagement, Discrimination Project
Working Lives Research Institute
London Metropolitan University
Freepost LON18355
31 Jewry Street
London EC3N 2EY

For more information about the project, or additional copies of the questionnaire please contact:

Monika Beutel (Tel: 02073201371); e-mail: m.beutel@londonmet.ac.uk or

Dr. Anna Paraskevopoulou (02073201351);

e-mail: a.paraskevopoulou@londonmet.ac.uk

or visit our website at: www.workinglives.org/disadvantage.html

