




# QUICK REFERRAL GUIDE TO BUILDING BETTER OPPORTUNITIES (BBO) IN NOTTINGHAMSHIRE



You can refer an individual to one BBO Strand only

BBO PROJECT/ STRAND	MONEY SORTED 	OPPORTUNITY AND CHANGE 	TOWARDS WORK 
<b>Website</b>	<a href="http://www.moneysortedind2n2.org">www.moneysortedind2n2.org</a>	<a href="http://www.opportunityandchange.org">www.opportunityandchange.org</a>	<a href="http://www.towardswork.org.uk">www.towardswork.org.uk</a>
Why Refer your customer?	Customer need 121 support to help to manage their financial circumstances to help improve financial resilience.	Customer is keen to engage in training and work towards gaining employment but needs support to tackle multiple and complex needs. Requires focussed and personalised holistic support into employment, education or training.	Has a barrier to employment, which could be health related. Requires focussed and personalised 121 training and support into employment or education.
<b>Eligibility</b>			
Employment Status	Not in Paid Employment Evidence: JCP Letter on DPT System or UC offer letter via individual account	Not in any paid employment Evidence: JCP Letter on DPT System or UC offer letter via individual account	Not in any paid employment Evidence: JCP Letter on DPT System or UC offer letter via individual account
Economically Inactive	Must be able to self-declare or have a letter / referral to indicate this status.	Must be able to self-declare or have a letter / referral to indicate this status.	Must be able to self-declare or have a letter / referral to indicate this status.
Right to Work	Has the Right to Work in the UK. Evidence Passport/Biometric residency/ Birth Cert.	Has the Right to Work in the UK. Evidence Passport/Biometric residency/ Birth Cert.	Has the Right to Work in the UK. Evidence Passport/Biometric residency/ Birth Cert.
Age	15+	16+	16+
Additional Eligibility	N/A	Needs Assessment – has two out of five complex needs; Homeless, Substance Misuse, DV, Ex-offender, Mental Health.	Needs Assessment – has an identified barrier. This aligns with DWP priority groups such as lone parents, disabilities, NEET etc.
<b>Programme Offer</b>			
What to expect?	121 Personal Navigator meetings Assessment for eligibility and financial wellbeing Request ID to validate Participant Agree Personal Financial resilience plan. Help with financial circumstances combined with support on skills, knowledge and confidence with money issues. Bite size training sessions around money issues	121 Personal Navigator appointments Assessment for eligibility, Request ID Agree 'Change plan' and Goals Counselling and therapeutic interventions Support with sourcing relevant training and Volunteering opportunities. Skills Plus for Change Programme – bite size sessions, Managing your money, Sustaining a tenancy, Healthy living, Personal Development, Employability, Digital Inclusion.	121 Work Coach appointments Assessment for eligibility Request ID to validate Participant Agree aspirations / goals Fund routes to meet aspirations Job Broker – for CV support, interview skills and job club. Sources local vacancies Funded Programmes can be developed to support key cohorts into employment

The three BBO in D2N2 strands are funded by the European Social Fund (ESF), and the National Lottery Community Fund

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Financial Support	Remove barriers to accessing programme (e.g. transport, childcare). Help and support with training courses for financial capability or for employment.	Remove barriers to accessing programme (e.g. travel costs, childcare and translation) Discretionary Fund available for equipment and training to support education and employment.	Remove barriers to accessing programme and achieving employability goals. Bespoke training e.g. Self-employment, aspiration raising and bespoke courses. Three months in-work support
<b>How to make a Referral</b>			
Call to arrange an appointment	<p><b>To access a Personal Navigator in your local area email <a href="mailto:info@moneysortedind2n2.org">info@moneysortedind2n2.org</a></b></p> <p><b>Bassetlaw, Mansfield, Ashfield</b> Alison Parnell (DHA) Louise Jeffery, Vicki Foster or Sue Greenwood (Mansfield CAB) <a href="mailto:Alison.parnell@dhadvice.org">Alison.parnell@dhadvice.org</a> <a href="mailto:louise.jeffery@mansfieldcab.org.uk">louise.jeffery@mansfieldcab.org.uk</a> <a href="mailto:Vikki.foster@mansfieldcab.org.uk">Vikki.foster@mansfieldcab.org.uk</a> <a href="mailto:sue.greenwood@mansfieldcab.org.uk">sue.greenwood@mansfieldcab.org.uk</a></p> <p><b>Broxtowe and Gedling,</b> Charlotte Rennie (Mansfield CAB) <a href="mailto:charlotte.rennie@mansfieldcab.org.uk">charlotte.rennie@mansfieldcab.org.uk</a></p> <p><b>Newark and Sherwood &amp; Gedling</b> Polly Tyler (Advice Nottingham) <a href="mailto:Polly.tyler@StAnnsAdvice.org.uk">Polly.tyler@StAnnsAdvice.org.uk</a></p> <p><b>Nottingham City and Rushcliffe</b> Debra Parkin, Natalie Perminas and Margaret Bagnall (St Ann's Advice Centre) <a href="mailto:Debra.parkin@StAnnsAdvice.org.uk">Debra.parkin@StAnnsAdvice.org.uk</a> <a href="mailto:natalie.perminasl@StAnnsAdvice.org.uk">natalie.perminasl@StAnnsAdvice.org.uk</a> <a href="mailto:Margaret.bagnall@StAnnsAdvice.org.uk">Margaret.bagnall@StAnnsAdvice.org.uk</a> Samantha Collins (Nottinghamshire YMCA) <a href="mailto:Samantha.collins@nottsymca.org.uk">Samantha.collins@nottsymca.org.uk</a></p> <p><b>Covering both areas:</b> Hong Chi (Refugees) <a href="mailto:hong.chi@refugeeforum.org">hong.chi@refugeeforum.org</a></p>	<p><b>To access a navigator in your local area please email <a href="mailto:Framework Opportunity and Change">Framework Opportunity and Change</a></b></p> <p><b><a href="mailto:opportunityandchange@frameworkha.org">opportunityandchange@frameworkha.org</a></b></p> <p><b>Other delivery partners in the area include:</b></p> <p><b>Gedling, Newark, Sherwood and Rushcliffe</b> Framework</p> <p><b>Broxtowe and Eastwood</b> Framework Deventio Housing Trust</p> <p><b>Bassetlaw:</b> Framework</p> <p><b>Mansfield and Ashfield:</b> Framework and Double Impact</p> <p><b>Nottingham City:</b> Framework Double Impact Nottingham and Nottinghamshire Refugee Forum Nottinghamshire YMCA</p>	<p><b>To access a work coach please refer direct on-line at: <a href="http://www.towardswork.org.uk">www.towardswork.org.uk</a> or by email <a href="mailto:bboreferrals@groundworknottingham.org.uk">bboreferrals@groundworknottingham.org.uk</a></b></p> <p><b>Or Email your local hub coordinator:</b></p> <p><b>North Nottinghamshire (Bassetlaw and Newark &amp; Sherwood) Mid Nottinghamshire (Mansfield and Ashfield)</b></p> <p>Michelle Baron <a href="mailto:michelle.baron@groundworknottingham.org.uk">michelle.baron@groundworknottingham.org.uk</a></p> <p>Heather Senior <a href="mailto:Heather.senior@groundworknottingham.org.uk">Heather.senior@groundworknottingham.org.uk</a></p> <p><b>South Nottinghamshire (Broxtowe, Gedling, Rushcliffe and Nottingham City)</b></p> <p>Emma Musgrove <a href="mailto:emma.musgrove@groundworknottingham.org.uk">emma.musgrove@groundworknottingham.org.uk</a></p>
Additional Info:	Personal Navigators can provide outreach services contact your local PN for more information <a href="#">Money Sorted Leaflet</a> .	For more information about your local navigator email <a href="mailto:opportunityandchange@frameworkha.org">opportunityandchange@frameworkha.org</a> <a href="#">Opportunity and Change Leaflet</a> Community language translated leaflets are available	Work Coaches can offer outreach work in the local community - contact your hub coordinator <a href="#">Towards Work Leaflet</a> <a href="#">Towards Work participant leaflet</a>