



[Department
for Work &
Pensions](#)

Guidance

Youth Jobs Grant: Terms and Conditions version 1.0

Updated 7 August 2026

Applies to England, Scotland and Wales

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Terms and Conditions for the Youth Jobs Grant

These Terms and Conditions of the Youth Jobs Grant (including the Annexures) apply to the Youth Jobs Grant offered to beneficiaries under the Youth Jobs Grant Scheme (the “Scheme”). In these terms: “We” and “Us” refers to the Department for Work and Pensions (“DWP”), acting on behalf of the Secretary of State for Work and Pensions; “You” refers to the relevant employer.

Other key terms used in these Terms and Conditions of the Youth Jobs Grant are set out in the definitions in Annex A.

These Terms and Conditions of the Youth Jobs Grant should be read in conjunction with the sources outlined in Annex B, in the event of any conflict the terms of these Terms and Conditions of the Youth Jobs Grant should prevail.

You should print off a copy of these Terms and Conditions of the Youth Jobs Grant or save them to your computer for future reference.

To contact Us, please call Employer Services 0800 169 0178 or contact Us using [Employer Services Line \(ESL\) Contact Form](#).

These Terms and Conditions of the Youth Jobs Grant apply to the provision of the Youth Jobs Grant to You. They apply to the exclusion of any other terms that you seek to impose or incorporate, or which are implied by law, trade, custom, practice or course of dealing.

This is the entire agreement between Us and You in relation to its subject matter. You acknowledge that you have not relied on any statement, promise,

representation, assurance or warranty that is not set out in these Terms and Conditions of the Youth Jobs Grant.

1. Version

1.1 This version 1.0 of these Terms and Conditions of the Youth Jobs Grant apply. You are bound by the version of the terms and conditions that are in force on the date that You submit a Vacancy to the Scheme in accordance with paragraph 3 below.

1.2 We reserve the right to:

- amend and vary these Terms and Conditions of the Youth Jobs Grant or applicable policies
- amend and vary the eligibility criteria for participating in the Scheme at any time
- the version of the Terms and Conditions of the Youth Jobs Grant in force at the point of submission of a Vacancy applies to the Youth Jobs Grant payable in respect of that Vacancy, if it becomes Funded Employment and the relevant applicable version of the Terms and Conditions of the Youth Jobs Grant is noted at Annex C

2. Scheme

2.1 The Youth Jobs Grant Scheme is designed to support young people in securing employment in Great Britain. For your Vacancy to be eligible for a Youth Jobs Grant the following criteria must be met:

- You must be an Eligible Employer
- Your Vacancy must be Eligible Employment
- You must recruit an Eligible Individual into the Vacancy
- The Funded Employment must meet our Minimum Term Requirements
- The Funded Employment must be able to meet the Minimum Term Requirements such that the employment period starts no later than 30th November 2028 and the date being 18 weeks from the Start Date is no later than 30th March 2029

- The provision of the Funded Employment must be within the Permitted Ratio

2.2 If the Scheme closes, We may modify any previously notified deadlines relating to grant applications and claims as We see fit. If We do, We will aim to give at least 4 weeks' notice of the last date of applications, claims and payments.

2.3 You are responsible for checking that you meet the eligibility requirements for the Scheme set out in this paragraph 2 on an ongoing basis.

2.4 You are responsible for ensuring that any Youth Jobs Grant activity carried out by You, supervisors and any third parties, complies with these Terms and Conditions of the Youth Jobs Grant.

2.5 You must inform Us of any other public funding applied for or awarded to you in relation to the Funded Employment or which may otherwise benefit the Funded Employee.

3. Application Process

3.1 You have successfully submitted an application to be an employer participating in the Scheme and provided the relevant due diligence information for Our review.

3.2. In submitting a Vacancy for participation in the Scheme you are required to accept these Terms and Conditions of the Youth Jobs Grant by completing the declaration below.

3.3 Following submission of a Vacancy, you will receive an email from Us confirming receipt but this does not mean your Vacancy has been accepted for the Scheme.

3.4 We will provide written confirmation of acceptance by email at which point the Contract between Us comes into force at the date of the acceptance email. If We are unable to accept a Vacancy for any reason, We will inform you of this by email and your Vacancy will not be eligible for any Youth Jobs Grant.

3.5 We reserve the right to reject any Vacancy submitted where it does not meet the requirements of these Terms and Conditions of the Youth Jobs Grant or where it does not otherwise meet the policy objectives of the Scheme.

3.6 By submitting a job role via srt.youthjobsgrantteam@DWP.GOV.UK you are confirming to Us that the role meets all of the criteria of Eligible Employment and will

continue to do so for the Funding Period. Your successful acceptance into the Scheme is not based on Our determination of your eligibility but in reliance of your representation of eligibility.

3.7 No Vacancy can be submitted for inclusion in the Scheme after 31st October 2028.

3.8 Where You think that your initial application to confirm eligibility or a Vacancy has been rejected incorrectly based on the application of the criteria specified in these Terms and Conditions of the Youth Jobs Grant then you may appeal the decision by contacting: srt.yjgappeals@dwp.gov.uk with all relevant information. All appeals will be processed in accordance with the detail set out in the grant guidance [Youth Jobs Grant](#) but this paragraph 3.8 shall not fetter Our discretion as set out in paragraph 1.2 or otherwise.

4. Youth Jobs Grant

4.1 The Youth Jobs Grant is payable in respect of reimbursement of Eligible Employment Costs only.

4.2 You must not claim a Youth Jobs Grant for costs already funded by DWP or from any other public sector funding.

4.3 The Youth Jobs Grant is intended to incentivise the employment of Eligible Individuals into long-term employment which extends beyond the Minimum Term Requirement.

4.4 Where We believe that any Funded Employer is recruiting successive Funded Employees into the same Vacancy, We reserve the right to refuse to accept the same Vacancy submitted repeatedly.

5. Payment

5.1 Any Youth Jobs Grant payable will be paid by Us to your nominated bank account (as agreed by Us) subject to the necessary funds being available when payment falls due under these Terms and Conditions of the Youth Jobs Grant.

- 5.2 Your Youth Jobs Grant must be held as a separately identifiable fund on trust for Us until such time as the funds can be applied against Eligible Employment Costs incurred.
- 5.3 You acknowledge that the Youth Jobs Grant is not consideration for any taxable supply for VAT purposes. However, if HMRC formally deems the grant to be subject to VAT, you agree to pay all VAT due. You are responsible for any other taxes arising from the grant and/or employment, including any VAT due on costs incurred by You in connection with the employment.
- 5.4 You must keep separate, accurate, up-to-date accounts relating to Your Youth Jobs Grant, receipt and expenditure of Your Youth Jobs Grant (including, without limitation, all receipts, invoices and other financial evidence) and personnel and payroll records for the Funded Employees for the duration of the Grant Period and for at least 7 years after the Funded Employment has ended.
- 5.5 We do not guarantee any funding and will not pay any part of the Youth Jobs Grant to you beyond the Grant Period.
- 5.6 Payments of any instalment of the Youth Jobs Grant will be conditional on Us receiving Verification of Eligible Employment Costs and Us being satisfied that you have met and are continuing to meet the criteria and desired outcomes for the Youth Jobs Grant.
- 5.7 In advance of the commencement of a Funded Employment placement, We will be notified by You of the Start Date by submitting the Start Template to srt.youthjobsgrantteam@DWP.GOV.UK.
- 5.8 6 weeks from the Start Date, We will Verify the employment and payment of wages and providing the Funded Employee has completed a minimum of 50 hours in the Funded Employment at the point of Verification, Youth Jobs Grant in the sum of £1,800 will be paid to You within 10 days of Verification.
- 5.9 Where completion of the minimum number of hours as specified in paragraph 5.8 cannot be verified, then a further Verification attempt will be made 10 weeks from the Start Date. At this Verification check providing the Funded Employee has completed a minimum of 100 hours in the Funded Employment then £1,800 will be paid to You within 10 days of Verification.
- 5.10 If no payment is made under paragraphs 5.8 or 5.9 due to insufficient hours in Funded Employment being capable of independent Verification, then the Youth Jobs Grant for that Funded Employment placement will be withdrawn and we will not proceed to make further Verification attempts and no Youth Jobs Grant will be paid.

5.11 If a payment is made under either paragraphs 5.8 or 5.9, then at 18 weeks from the Start Date, We will Verify the employment and payment of wages and providing the Funded Employee has completed a minimum of 300 hours in Funded Employment at the point of Verification, Youth Jobs Grant in the sum of £1,200 will be paid to You within 10 days of Verification.

5.12 Where completion of the minimum number of hours as specified in paragraph 5.11 cannot be verified then a further Verification attempt will be made at 22 weeks from the Start Date and where 300 hours are shown to have been completed within the 18 week period from the Start Date then £1,200 will be paid to You within 10 days of Verification.

5.13 Where an initial payment of Youth Jobs Grant is made under paragraphs 5.8 or 5.9 but Verification under 5.11 or 5.12 cannot confirm the additional hours for the second payment, this will not give rise to a requirement for You to repay the first Youth Jobs Grant payment providing the other terms of these Terms and Conditions of Youth Grant are still complied with.

5.14 The Youth Jobs Grant is a partial payment of Eligible Employment Costs with a maximum value of £3,000 per Funded Employee and all additional costs of providing the Funded Employment must be paid by You. The Youth Jobs Grant will only be payable on achieving the target hours thresholds specified in this paragraph 5 in the sums specified and no partial payments will be made for hours worked that do not achieve these thresholds and no payments will be made ahead of the dates specified for hours worked in excess of thresholds.

5.15 The specification of payment thresholds in this paragraph 5 does not vary the requirement for Funded Employment to provide the Minimum Term Requirement and meet the requirements of Eligible Employment.

5.16 You cannot benefit from a Youth Jobs Grant to support the costs of an employee that is already employed. Anything you spend before the date of the submission of the Vacancy cannot be claimed back.

6. Employment

6.1 You are accountable for the conduct of the Funded Employment, the use of public funds and the proper financial management of the Youth Jobs Grant in accordance with these Terms and Conditions of Youth Jobs Grant.

- 6.2 You must ensure that the Youth Jobs Grant is spent in a way that is consistent with the purpose and conditions set out in these Terms and Conditions of the Youth Jobs Grant.
- 6.3 You must undertake appropriate due diligence before any Funded Employee is recruited. You are responsible for selecting, administering and supervising each Funded Employee throughout their period of Funded Employment, in accordance with current good practice.
- 6.4 You shall ensure that you make all required employer National Insurance Contributions for Funded Employees, comply with Your employer pension duties and comply with duties to pay the legal minimum amount where the Funded Employee has voluntarily joined the employer pension scheme.
- 6.5 You shall ensure that you treat the Funded Employees fairly and no less favourably than other staff members doing similar work with similar experience who are recruited outside the Youth Jobs Grant Scheme. We do not expect Funded Employees to be paid less than other employees performing equivalent roles or paid less frequently than other new joiners.
- 6.6 You shall ensure that the employment of Funded Employees shall not reduce the working hours or available working hours of any of Your existing employees or contractors.
- 6.7 You shall ensure that all Funded Employment is only in relation to Eligible Employment and that the terms of Eligible Employment continue to apply for the period of the relevant Funded Employment.
- 6.8 You confirm that you understand that the success of the Funded Employee depends on the commitment to making every reasonable effort to support the Funded Employee for the full period of the Funded Employment.
- 6.9 You confirm that you will provide job training and supervision of the Funded Employee and commit to making all reasonable efforts to develop the skills, knowledge and behaviours required for the successful performance of the Funded Employment.
- 6.10 You shall ensure that all adequate health and safety and human resource policies are in place.
- 6.11 You shall ensure that there is no compliance or enforcement action being taken against You which may cause Us reputational damage and/or risk the provision of the Funded Employee.

6.12 You shall ensure that all Funded Employment opportunities should not require Funded Employees to undertake extensive training (either classroom or online) prior to the commencement of the Funded Employment.

7. Apprenticeship

7.1 Where the Funded Employee is employed as part of an Apprenticeship Scheme or any other scheme which is entitled to receive public funding, this funding must be declared to Us as part of the application and You warrant that You will not claim for any public funding that duplicates any funding provided under this Youth Jobs Grant Scheme.

8. Reporting and Audit

8.1 By applying for or claiming a grant under the Youth Jobs Grant Scheme you agree to facilitate all audits as set out in this paragraph 8.

8.2 We will select some Youth Jobs Grants to be audited. We and/or a nominated third party organisation will check grant data, statements and records held by You.

8.3 Audits may take place before or after any payment is made. You must provide all information requested. If this is not provided, we may withhold or reclaim payment of the Youth Jobs Grant.

8.4 You must promptly send us any information or records We require to monitor the Funded Employment and how the Youth Jobs Grant is being used. You must also give Us, or any person nominated by Us, access to your employees, and records for such purposes for our own audit purposes. We can request such records or access for up to 7 years after the Grant Period has finished.

8.5 Where You have received Youth Jobs Grant in respect of 50 placements or more then audit provisions under this paragraph 8 may also include site visits and access to your facilities and You will ensure that You will provide such access where requested.

8.6 If You miss any deadline for the Verification of information to allow for payment under paragraph 5, the Youth Jobs Grant will not be paid. We will only consider

requests to reconsider in exceptional circumstances beyond an Employer's control. Any decision will be at Our discretion and will not set any precedent.

8.7 You must promptly tell Us about:

- any claims threatened against You, your volunteers, staff or members which affect the Funded Employment (no later than 30 days of you becoming aware of such claims)
- any investigation into you, your volunteers, staff or members by the police, Charity Commission; HMRC and/or any other regulatory body
- any actual or suspicion of fraudulent or illegal activity
- any serious safeguarding incident
- other incidents which are serious enough to warrant a serious incident report to the Charity Commission (or equivalent regulatory body)

8.8 You must notify Us through email at srt.youthjobsgrantteam@DWP.GOV.UK of Funded Employees whose Employment has been terminated, suspended, extended or transferred within two weeks of the change being formally agreed by You.

8.9 We shall be entitled to inspect any financial or other records and procedures associated with the Youth Jobs Grant as are reasonably required to Verify the regularity and propriety of Youth Jobs Grant expenditure, or to appoint another body or individual for the purpose of such inspection. This includes expenditure by third parties. We shall use reasonable endeavours to ensure that any confidential information disclosed shall be treated with the same care and discretion to avoid disclosure as We use with Our own similar information.

8.10 We may disclose confidential information to the minimum extent required by any Law or regulation (provided, in the case of a disclosure required under the Freedom of Information Act 2000 or Environmental Information Regulations 2004, none of the exceptions within such Act or Regulations applies to the information disclosed), any governmental or other regulatory authority, or a court or other authority of competent jurisdiction.

8.11 If We request it, you must provide a statement of account for the Youth Jobs Grant, independently examined by an auditor who is a member of a recognised professional body, certifying that the expenditure has been incurred in accordance with the Terms and Conditions of Youth Jobs Grant.

8.12 You are accountable for funds dispersed. We are entitled to require You to

provide supplementary information in support of Verification.

8.13 If through monitoring and reporting under these Terms and Conditions of the Youth Jobs Grant We identify any issues with the Funded Employment or the use of the Youth Jobs Grant, We may raise the same with you and if We do so, you will promptly resolve the issue to our satisfaction.

9. Information and Confidentiality

9.1 We reserve the right to seek further information or documentary evidence from relevant parties in support of Verification.

9.2 We are subject to the UK Freedom of Information Act (2000) and the Environmental Information Regulations (2004) and may be required to release grant information on request, subject to appropriate exemptions.

9.3 Further information is provided by the [Privacy Policy - Find a grant](#) and [Privacy Notice for Spotlight Counter Fraud Checks - GOV.UK](#).

9.4 If You receive any information request under the Freedom of Information Act 2000 (or equivalent legislation) that concerns the Scheme and/or Us, you shall provide such request to Us without delay.

10. Data Protection

10.1 We and You shall comply with all applicable data protection laws. Any personal data (of your employees, company representatives or otherwise) provided by you shall be used in accordance with our privacy statement located at [Privacy Policy - Find a grant](#) and [Privacy Notice for Spotlight Counter Fraud Checks - GOV.UK](#). You shall comply with any additional data protection procedures notified by Us and ensure that (a) You have provided such employees, company representatives or otherwise (as applicable) with our privacy statement; and (b) all fair processing notices have been given and/or, as applicable, consents are obtained to enable Us to process the relevant data for the purpose of the Scheme. We shall be entitled to require you to comply with such additional provisions as We may reasonably determine to be necessary to enable Us and You to comply with our respective obligations under applicable data protection laws.

11. Liability

11.1 Provided that nothing in this paragraph shall relieve Us from our obligation to pay the Youth Jobs Grant to You in accordance with these Terms and Conditions of the Youth Jobs Grant, you agree that We have no liability for any consequences that may arise from the Funded Employment, the use of the Youth Jobs Grant or the withdrawal of the Youth Jobs Grant. Nothing in these terms will exclude or restrict our liability to you in any other circumstances where liability may not be limited under any applicable Law.

11.2 We are not liable in any way for incomplete, false or misleading information given by employees or employers (including You). Where incomplete, false or misleading information is given, We reserve the right to reclaim the Youth Jobs Grant paid in full.

11.3. We do not endorse any particular employee or information regarding employees, and you should undertake all normal checks to satisfy yourself of the suitability of the employee before engaging such employee.

11.4. We accept no liability, financial or otherwise, for expenditure or liability arising from the Funded Employment or otherwise in relation to the Scheme, except as set out in these Terms and Conditions of the Youth Jobs Grant.

12. Insurance

12.1 You must maintain appropriate insurance in place for your business and the Funded Employment and associated activities (including, without limitation, public liability insurance). You will supply confirmation of your insurance to Us if We request it.

13. Termination and Recovery

13.1 We will immediately suspend the Youth Jobs Grant and will require You to repay Youth Jobs Grant funding received if you do not comply with Your obligations

as set out in these Terms and Conditions of the Youth Jobs Grant.

13.2 We reserve the right to terminate the Youth Jobs Grant at any time, subject to reasonable notice and to make any payments due at that time under paragraph 5. If a Youth Jobs Grant is terminated or reduced in value, no liability for payment, redundancy or any other compensatory payment for the dismissal of staff funded by the Youth Jobs Grant will be accepted.

14. Subsidy

14.1 We will immediately suspend the Youth Jobs Grant and may require You to repay the Youth Jobs Grant funding if You are found to have received aid that is deemed to be in breach of the Subsidy Control Act 2022.

14.2 Where You are required by an order of the European Commission to repay any Youth Jobs Grant to Us that is found to be unlawful state aid, interest will be charged on the amount being reclaimed from the date of payment at the applicable legislated rate.

15. Compliance

15.1 You must comply with all Laws and have particular regard, without limitation to those specified in Annex B.

15.2 All Funded Employees must be provided with a contract of employment which complies with all necessary Employment Law.

16. Fraud

16.1 We reserve the right to take whatever action We deem appropriate if there is any evidence or suspicion of:

- fraudulent activity
- misuse of government funding by any party

16.2 Where You become aware of any activity which is or may be fraudulent or which does not comply with the Scheme requirements You must contact srt.yjgappeals@dwp.gov.uk.

16.3. You must provide details of any allegations, proven or not, of cases of fraud or attempted fraud and any other complaint or investigation into dishonesty, fraudulent activities or business misconduct, by any regulatory body or the police into Your activities or those of Your staff as soon as this becomes known to You.

17. Third Party Rights

17.1 The Terms and Conditions of the Youth Jobs Grant contain the whole agreement between Us and the You in relation to the Youth Jobs Grant and neither party intends that any of these Terms and Conditions of Youth Jobs Grant should be enforceable by any third party.

18. Severability

18.1 If any provision of these Terms and Conditions of the Youth Jobs Grant is found by a court or other legitimate body to be illegal, invalid or unenforceable, it will not affect the remaining terms and conditions, which will continue in force.

19. Status

19.1 These Terms and Conditions of the Youth Jobs Grant are intended to legally bind Us and You as a contract for grant but not for the supply of goods and/or services.

20. Jurisdiction and Law

20.1 The Terms and Conditions of the Youth Jobs Grant will be governed by the

laws of England, and Wales and all matters relating to the Terms and Conditions of Youth Jobs Grant will be subject to the exclusive jurisdiction of the courts of England and Wales.

Declaration:

By ticking this box, you confirm the following:

- You accept the Terms and Conditions
- You are an authorised individual, entitled to enter into contracts on behalf of your organisation
- You are an Eligible Employer
- You confirm any Vacancy You submit to the Scheme will be Eligible Employment and be conducted as such throughout the term of employment
- You warrant You have traded for at least 6 months prior to the date of this declaration and You reasonably believe You will continue to trade for the whole period of Funded Employment
- You warrant any Funded Employment provided by You will at all times be within the Permitted Ratio
- You warrant that You and any Associated Entity has not and will not be in receipt of funding from DWP in excess of £25,000,000 in the Relevant Period
- You warrant in recruiting and funding the Funded Employee you will not reduce, displace or remove any hours previously available to another employee or contractor
- You warrant all information submitted during application and due diligence remains true and accurate

Annex A: Definitions

The following definitions and associated meanings apply to these Terms and Conditions of the Youth Jobs Grant.

Annexures

Means the annexures attached to these Terms and Conditions of the Youth Jobs Grant.

Apprenticeship

Shall have the meaning given pursuant to the Apprenticeships, Skills, Children and Learning Act 2009 sections 32 to 36 or section A1 as applicable.

Apprenticeship National Minimum Wage

Means the minimum pay per hour applicable to apprentices under an Apprenticeship as prescribed from time to time.

Associated Entities

Means your organisation and any other associated organisation that would be deemed to be a single economic operator for the purposes of subsidy control law and guidance as set out at: [How the Subsidy Advice Unit operates its subsidy control functions - GOV.UK](#).

Contract

Means the legally binding agreement for grant between Us and You on the terms of the Terms and Conditions of the Youth Grant.

Eligible employer

Means an organisation meeting the following criteria:

- being an organisation of any size (including sole traders intending to hire)
- operating in Great Britain
- operating in a suitable sector
- not be a Central Government Department, Executive Agencies or Non-Departmental Public Bodies
- being registered with HM Revenue and Customs (HMRC), with a Unique Taxpayer Reference (UTR) and Pay As You Earn (PAYE) scheme
- currently trading and have been trading for 6 months at the point of accepting these Terms and Conditions of the Youth Jobs Grant
- having a D-U-N-S Number issued by Duns and Bradstreet ([Request a Dun and Bradstreet D-U-N-S Number](#)) to facilitate payment

Eligible employment Costs

Means costs arising from or associated with hiring and employing an Eligible Individual into Eligible Employment, including:

- Wage costs, national insurance contributions and any pension contributions paid to the Funded Employee during the period of the Funded Employment
- Recruitment and administration costs associated with hiring the Funded Employee

Training and management costs associated with hiring the Funded Employee incurred during the Funding Period, whether provided internally by the employer or by external party.

Eligible employment

Means employment meeting the following requirements:

- offering genuine, paid work that could support sustained employment, for at least 25 hours per week
- Paying at least the applicable National Minimum Wage or National Living Wage or

Apprenticeship Minimum Wage (as applicable)

- Being comparable to roles the employer offers outside the Scheme
- Not displacing existing employees, workers, apprentices or contractors; and
- Not comprising 50% or more online training

Eligible individuals

Means a person on Universal Credit:

- who has been out of work, education or training for at least 6 months, and not eligible for the Jobs Guarantee (normally 18 months plus).
- who is aged between 18 and 24

Note: for any individual who has been out of work, education or training for 18 months or more then support may be available through Jobs Guarantee – please see [Jobs Guarantee - GOV.UK](#)

Funded employee

Means the individual who has started Funded Employment with You in accordance with these Terms and Conditions of Youth Jobs Grant.

Funded employment

Means an 18 week period from the Start Date.

Grant Period

Means June 2026 to March 2029.

Law

Means any law, statute, subordinate legislation within the meaning of Section 21(1) of the Interpretation Act 1978, bye-law, right within the meaning of the European Union (Withdrawal) Act 2018 as amended by European Union (Withdrawal Agreement) Act 2020, regulation, order, regulatory policy, mandatory guidance or code of practice, judgment of a relevant court of law, or directives or requirements of any regulatory body with which the Grant Recipient and/or Employer is bound to comply.

Minimum Term Requirement

Means providing for at least 16 consecutive weeks employment at 25 hours for each of those weeks.

For the avoidance of doubt, the requirement is that these hours are to be made available to the Funded Employee with the expectation that they are for the Funded Employee to work. However, where these hours are not completed this will not be a breach of these Terms and Conditions of Youth Jobs Grant but it will impact the achievement of the thresholds and the associated Youth Jobs Grant that will be paid as set out in paragraph 5.

National Minimum Wage

Means the minimum pay per hour almost all workers are entitled to as prescribed from time to time.

National Minimum Living Wage

Means the minimum pay per hour almost all workers aged 21 and over are entitled to as prescribed from time to time.

Permitted Ratio

Means:

- where you employ 0-3 employees a maximum of 1 Funded Employee at any time
- where you employ 4-9 employees a maximum of 2 Funded Employees at any time
- where you employ 10 or more employees no more than a number being equal to 20% of the total number of employees as Funded Employees

Relevant Period

Means this financial year and the two preceding financial years taken together.

Start Date

Means the date Funded Employment commences.

Start Template

Means the template available at [Youth Jobs Grant](#) to standardise submissions.

Terms and Conditions of Youth Jobs Grant

Means these terms and conditions including all annexures.

Youth Jobs Grant

Means the sum or sums We will pay to You in accordance with and subject to these Terms and Conditions of Youth Jobs Grant.

Youth Jobs Grant Scheme or Scheme

The Youth Jobs Grant is a Great Britain wide scheme launched on 30 June 2026 that will operate for three years until March 2029. It is designed to incentivise recruitment of young people new to the labour market.

Vacancy

Means a vacant employment role in Your organisation which you wish to submit for inclusion in the Scheme which must be Eligible Employment. Vacancies must also meet the Terms and Conditions of Find a Job, available at [Find a job - Employers](#) or as a PDF at [Youth Jobs Grant](#).

Verification

Means the verification of hours worked and wages paid for a Funded Employee conducted by Us using HMRC RTI and “Verify” shall be construed accordingly.

Annex B: information sources

These Terms and Conditions of Youth Jobs Grant should be read in conjunction with the following sources. In the event of any conflict the terms of the Terms and Conditions of Youth Jobs Grant should prevail.

Youth Jobs Grants

The most recent standard terms and conditions of Youth Jobs Grant are published

on our website alongside the Youth Jobs Grant Guidance. These documents are available from [Youth Jobs Grant](#).

DWP policy and guidance

Please see below for useful resources.

The Grant Guidance and other documents are available at: [Youth Jobs Grant](#)

While an Employer toolkit is available at: [Build Your Future Workforce on Business GOV.UK](#)

Select legislation

You are required to ensure compliance with all relevant legislation. Your attention is drawn to the following:

- Employment Rights Act 1996 and 2025
- Working Time Regulations 1998
- National Minimum Wage Act 1998
- Health and Safety at Work etc., Act 1974
- UK General Data Protection Regulation and Data Protection Act 2018
- Equality Act 2010
- Modern Slavery Act 2015

Annex C: version control

Version Number	Date Updated	Date Terms and Conditions signed apply to	Note on Amendments made
1.0	30/06/26	Applies to Terms and Conditions	N/A – First Version

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