

# EDF Renewables Corriemoillie Education & Training Fund

## Information about grants to employers for apprenticeships

**This guidance is for grants for employers who wish to provide an apprenticeship. Grants for bursaries for individuals are covered by a separate application process.**

### Are you....

- A micro (under 10 employees) or small (10 to 50 employees) business or third sector organisation;
- Thinking about taking on someone who lives in either Contin; Garve and District; Lochbroom; Marybank, Scatwell and Strathconon; or Strathpeffer Community Council areas (the Area of Benefit) as an apprentice, but are not sure if you can afford it;
- Keen for some financial support towards this?

Then please take a few minutes to read this information about a charitable fund that may be able to help you....

### What is the Fund?

The **EDF Renewables Corriemoillie Education & Training Fund** represents 20% of the overall EDF Renewables Corriemoillie Community Fund, provided by EDF Renewables and linked to its wind farm at Corriemoillie, near Garve. Its focus is to support local people with vocational education and training opportunities using local training facilities and contribute to creating job opportunities in the local area. The Education & Training Fund will make awards throughout the operating life time of the Corriemoillie wind farm which is likely to be 25 years.

### How much is available?

The Education & Training Fund will initially receive £48,450 per year. This amount will be reviewed after the Fund has been operating for three years, and will rise each year in accordance with the Consumer Price Index.

### Who can apply?

A micro (1-10 employees) or small (11-50 employees) business or third sector organisation. Your business or organisation does not have to be based in the Area of Benefit, but you must create an apprenticeship for someone who lives in the Area of Benefit and:

- Incur apprenticeship costs that cannot be met by Skills Development Scotland or from any other source;
- Be unable to finance the costs of the apprenticeship yourself;
- The costs must be for a position that would not otherwise be created/available.

### **Does the apprenticeship need to be in a particular industry?**

Priority will be given to apprenticeships the following industry sectors:

- Renewables and energy industry related;
- Engineering, construction and related trades (e.g. electrical, plumbing, joinery), health & safety, and STEM (Science, Technology, Engineering, Maths and Digital);
- Other industries which will benefit job retention in the area, including tourism, forestry and timber technologies, rural development, agriculture (including crofting), environmental conservation, estates management, aquaculture / fisheries management, equestrian, other land based industries, food & drink, health and social care, creative industries, life sciences, finance and business services, haulage, education and other sectors benefiting the local community;
- Other education courses that enhance employability and the success of micro (1-10 employees) and small (11-50 employees) sized businesses, including ability to set up and grow your own business. Examples are: marketing & sales, IT & web development, managing staff, accounts / financial management, entrepreneurship and business sustainability.

### **Does it matter where the apprenticeship is taking place?**

No, so long as the apprentice resides in the Area of Benefit, i.e. either Contin; Garve and District; Lochbroom; Marybank, Scatwell and Strathconon; or Strathpeffer Community Council areas. The actual work/training can take place anywhere.

### **How much can I apply for and towards what kind of costs?**

The Fund will support the costs of wages for the time the apprentice is studying (i.e. not at the place of work) and an element of wages (up to one day per week) for the time they are at work. Costs should be for the hourly wage already agreed for the apprenticeship and appropriate for the industry / role in line with the labour market. Grants are only available towards the cost of wages where these are not already being, or cannot be, compensated for e.g. Construction Industry Training Board (CITB) contribution to those taking a Modern Apprenticeship in Construction.

The maximum grant available will be £1,500 per year per apprentice. Applications can be made in each year that your organisation/business is supporting the apprenticeship. Awards in each subsequent year will be dependent on a satisfactory report on activity in the previous year.

Apprentices can apply themselves for bursaries towards costs they incur in undertaking a Modern Apprenticeship through a separate application process.

Applications should be made by the employer but signed by the individual who will undertake the apprenticeship too. These costs will be paid to the employer. Evidence of employment and costs (such as wage slips) will be required to release an award.

### How will I get the money?

Grants can be paid directly by sending you a cheque. If you wish funds to be paid direct into an account we ask that you send us an original recent bank statement or pay-in slip to verify your bank details. We will return any original bank statements. If you prefer to receive a cheque we do not need to see an original bank statement or pay-in slip. **Payments will be made in arrears.**

### Can I apply for an apprentice I already employ?

The Panel will give priority for applications for new positions. However, applications from businesses already employing an apprentice may be considered if the applicant can show a grant will make a significant enhancement to an existing apprenticeship or allow continuation of an apprenticeship.

### What's the catch?

By providing these grants the Fund aims to encourage and support local people to improve their skills and life chances. We believe that providing funding in this way can help business create new jobs or retain existing jobs that may benefit people living in the Area of benefit, and develop the necessary skills and confidence to grow and sustain their operations in order to secure their long-term future.

If your application is successful, we will ask you to let us know how the grant has helped your business or organisation. We may invite you contribute to other initiatives linked to the wider EDF Renewables Corriemoillie Fund. We will also ask you to promote this specific Education & Training Fund in the local business community so others get to hear about it.

### When do I need to apply?

There will be two rounds of awards each year, and application deadlines are on the Fund web-page: <https://www.foundationscotland.org.uk/programmes/corriemoille-education-and-training/> Decisions will be made by a Panel of local people, education bodies and business representatives.

### How do I apply?

You can download an application form at the web-page for this Fund, or apply online, or phone Foundation Scotland at the number below to receive a paper copy. Just complete the application form and make sure you send it to Foundation Scotland along with any supporting documentation required.

The Fund webpage is: <https://www.foundationscotland.org.uk/programmes/corriemoille-education-and-training>



### **What happens next?**

Foundation Scotland will be in touch by telephone to review your application before the Panel makes a decision. If you are successful, Foundation Scotland will require you to complete and return a signed Grant Acceptance form.

### **What if I've got some more questions or need some help completing the application form?**

If you need help completing the form please contact Foundation Scotland.

### **Where can I find out more?**

For more information please call Foundation Scotland on 0131 524 0300 or e-mail to [communitybenefit@foundationscotland.org.uk](mailto:communitybenefit@foundationscotland.org.uk)