# Grant Application Form

# Low-Carbon Heating Technician Apprenticeship- Employers

This is the application form for The MCS Foundation Low Carbon Heating Technician Apprenticeship grant scheme for employers. Please complete all sections of the application form making sure to answer the questions, in a concise manner and providing evidence where necessary. If you have any queries concerning the form or the questions, please contact us.

Grants of up to £2,000 are available.

Applications may be submitted from any small and medium-sized enterprises (SMEs) taking on a Low-Carbon Heating Technician Apprentice in 2024.

# Applicant details

|  |  |
| --- | --- |
| **Organisation Name:** |  |
| **Company No:** |  |
| **Organisation address:** |  |
| **Organisations Legal Structure:** |  |
| **Current number of employees:** |  |
| **Main contact:**(this will be the point of contact for MCS Foundation) |  |
| **Position:** |  |
| **Email:** |  |
| **Telephone No.:** |  |

### Bank details

This needs to be the bank details for your organisation and where any grant would be transferred to.

|  |  |
| --- | --- |
| **Bank Name:** |  |
| **Account Name:** |  |
| **Account Number:** |  |
| **Sort Code:** |  |

# Grant request

Grants of £2,000 are available towards associated costs of hiring an apprentice.

* The apprentice must start working with you in 2024.
* You must be a small to medium sized organisation which does not pay the apprenticeship levy (i.e. will have an annual pay bill under £3m).
* You must have the intention to support the individual through to the end of the apprenticeship.
* You will be required to provide the signed ‘Apprenticeship Training Plan’ as proof that you have employed an apprentice.
* After 6 months of supporting an apprentice, you must sign the declaration provided by MCS Foundation to confirm that the apprentice is still employed by you.
* Grant payments will be made after the Apprenticeship Training Plan has been provided and the declaration has been signed to confirm that the apprentice is still employed by you after 6 months.

You must be able to answer ‘Yes’ to the following questions to be eligible to apply for this grant.

|  |  |
| --- | --- |
| **2.1 Will the delivery of the Low Carbon Heating Technician Apprenticeship begin in 2024?** | Yes/No (please delete as required) |
| **2.2 To the best of your ability, will you engage with the MCS Foundation for 3 years following receipt of the grant to provide photos and quotes for promotional materials and case studies?**  This will help us to promote further uptake of the apprenticeship and improve delivery. | Yes/No (please delete as required) |
| **2.3 Will you provide the ‘Apprenticeship Training Plan’ as evidence that you have taken on an apprentice?** | Yes/No (please delete as required) |
| **2.4 Will you sign a declaration provided by the MCS Foundation, 6 months into the apprenticeship to prove that the apprentice is still employed by you?** | Yes/No (please delete as required) |

|  |  |
| --- | --- |
| **2.5 How many Low-Carbon Heating Technician Apprentices do you plan to take on in 2024?** |  |

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| --- |
| **2.6 Please describe how the grant would help you to support a Low Carbon Heating Technician Apprentice.** |
|  |

If your application is successful, you will be provided with a grant agreement. Payments will only be made once all evidence has been provided.

# Conflicts of interest statement

Please state all known conflicts of interest, if any, at the time of making this application and detail how any of these conflicts will be managed. If there are no conflicts of interest, please enter N/A.

|  |  |
| --- | --- |
| Conflict | Mitigation |
| *Example: Also Director of training provider* | *Will bring in another staff member to discussions* |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |

# Declaration

Please complete the details in the box below to confirm that all information provided in this application is correct at the time of making the application.

|  |  |
| --- | --- |
| **Name** |  |
| **Position** |  |
| **Organisation** |  |
| **Signature** |  |
| **Date** |  |

Your data will be processed in accordance with our [Privacy Policy](https://mcsfoundation.org.uk/privacy-policy/). We will never sell your data to third parties or use your data in any way outside of our stated purpose.

For more information, contact us [info@mcscharitablefoundation.org](mailto:info@mcscharitablefoundation.org).