# Low Carbon Heating Technician Apprenticeship Grant Scheme - 2025

# Application Form: Employers

This is the application form for The MCS Foundation’s 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 supporting information where necessary. If you have any queries, please contact us at grants@mcsfoundation.org.uk.

Grants of up to £2,000 are available for employers to enable them to take on an apprentice on the Low Carbon Heating Technician scheme. Up to £2,000 is available per apprentice up to a maximum of three.

Applications may be submitted from any small and medium-sized enterprise (SME) – see section 1 for definition - taking on a Low-Carbon Heating Technician apprentice in 2025 or 2026.

Grant applications that meet the eligibility requirements will likely be funded. There is a set grant budget and once this has been allocated no further grants will be provided within the grant period (2025).

If your application is successful, you will be provided with a grant funding agreement for signature. Payments will only be made once all evidence (see section 1) has been provided and checked as satisfactory.

Once evidence of spend has been confirmed as correct the Foundation will endeavour to make payment within 28 days.

## Eligibility

Grants of up to £2,000 per apprentice are available towards costs associated with hiring and employing an apprentice and meeting the following terms:

* The apprentice must start working with you in 2025 or 2026
* You must be a small to medium sized organisation (SME) which does not pay the apprenticeship levy (i.e. less than 250 employees, turnover less than £36m and 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 an employment declaration provided by The MCS Foundation to confirm the apprentice is still employed by you
* Recipients must not have any conflicts of interest or, if so, have suitable mitigations put in place

Grant payments will only be made after the Apprenticeship Training Plan and employment declaration have been provided and approved by the Foundation.

Please answer the following questions deleting text as required. You must be able to answer ‘Yes’ to the following questions to be eligible to apply for this grant.

|  |  |
| --- | --- |
| Will you be taking on a Low Carbon Heating Technician apprentice in 2025 or 2026? | Yes/No |
| Are you an SME (less than 250 employees, turnover less than £36m and an annual pay bill under £3m)? | Yes/No |
| 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 to help us promote the Low Carbon Heating Technician apprenticeship? | Yes/No |
| Will you provide the Apprenticeship Training Plan as evidence that you have taken on an apprentice? | Yes/No |
| Will you sign an employment declaration 6 months into the apprenticeship stating that the apprentice is still employed by your organisation? | Yes/No |

## Applicant details

|  |  |
| --- | --- |
| **Organisation Name** |  |
| **Company No.** |  |
| **Organisation address** |  |
| **Organisation’s Legal Structure** |  |
| **Current number of employees** |  |
| **Turnover for last financial year (£)** |  |
| **Main contact**(This will be the point of contact for The MCS Foundation) |  |
| **Job title**  |  |
| **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** |  |

**Please provide with your application the bank details above on a letter headed document as a pdf.**

## Grant activity

The following information will be used to help us understand the impact of the grant scheme and barriers to take up of apprentices. Grant applications that meet the eligibility requirements will not be evaluated prior to a decision being made.

Up to £2,000 of grant is available per apprentice up to a maximum of three apprentices.

|  |  |
| --- | --- |
| 4.1 **Total amount of funding requested (£)** |  |

|  |  |
| --- | --- |
| 4.2 **How many Low-Carbon Heating Technician Apprentices do you plan to employee in 2025/2026?** |  |

|  |
| --- |
| 4.3 **How will the grant help you to take on a Low Carbon Heating Technician apprentice?** Add more space as needed |
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| 4.4 **How will you support the apprentice throughout their apprenticeship?** Add more space as needed |
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## Conflicts of interest

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’. Examples of potential conflicts of interest could be where the employer or an employee of the applying organisation has a financial interest in the training provider, end-point assessment organisation or third-party organisation for which the grant will be spent with. Create or delete rows as needed.

|  |  |
| --- | --- |
| Conflict | Mitigation |
|  |  |
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## Declaration

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

|  |  |
| --- | --- |
| **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 at grants@mcsfoundation.org.uk.