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Training Groups

# TG GET Fund FAQs



2020-21

## **What is the fund and how can it be used?**

The TG GET Fund is a new fund that enables Training Groups to access up to £25,000 to spend on [Grant Eligible \(GET\) training](#) for their members.

The fund is available to support employers that are TG members, CITB levy registered, and up to date with levy payments (notwithstanding the current levy payment arrangements).

The £25,000 is available to support employers with GET training needs between 1 August 2020 and 31 March 2021.

## **Why has this fund been introduced now?**

Following feedback that TGs were finding applying for S&T funds collectively a challenge in the current environment, the National TG Chair requested we investigate whether an alternative approach could be created.

The fund has been developed in direct response to what TGs told us their members needed to support them through the challenges they face, as a result of the COVID-19 crisis.

## **What if my TG has a contracted S&T allocation already in place?**

The fund is available to any TG who has not yet contracted to an S&T allocation. Any TG who has an existing contracted S&T allocation will continue with this.

## **Can my TG return the S&T allocation and opt for the £25,000 fund?**

Some TGs have asked whether they could hand back their existing S&T allocation and access the £25,000 fund instead. We investigated whether this was possible but encountered significant complications, so we are unable to accommodate this. However, any TG with an active S&T allocation can increase it to their full eligible amount of £40,000, if

they don't already have this amount agreed. All TGs with an S&T allocation also have the flexibility of increasing the number of employers within their S&T programme, thereby allowing the GTO to support a higher proportion of their members (for instance, an existing S&T allocation could be varied to include all eligible members of a TG).

The requirements for increasing the number of employers will be kept as simple as possible – all TGs need to provide is the company name, CITB registration number, size of employer, and how much of their S&T allocation is being utilised. As long as the funds are to be spent on Grant Eligible Training there is no need to specify which training in advance. Any changes will take place as part of the quarterly reconciliation / variation process.

### **I've submitted / I'm about to submit a collective Skills and Training application. What should I do?**

If you have already submitted an application that has not yet been contracted, then you can choose to continue with your S&T programme or withdraw your S&T application and opt for the £25,000 fund instead. If you continue with your S&T programme then you have the flexibility to increase the number of members participating in the programme.

If you have an S&T application ready to be submitted, then you can either choose to continue with this and apply for up to £40,000 to support as many of your eligible members as you wish. Or you can opt to not submit your S&T application and apply for the £25,000 fund instead. You cannot access both funds.

We will continue to accept TG S&T applications until **31 August 2020**. After this date the £25,000 TG GET fund for training will be the only funding option for TGs.

### **Can my employer members still access the Skills and Training fund?**

Yes, absolutely. Your employers are still able to apply for their Skills and Training allocations individually. If your TG has accessed the £40,000

via the S&T fund, then your employers within that application are able to apply for the balance of their entitlement. If you have increased the number of employers named within your S&T application then this will reduce individual employers' proportion of the bid, and therefore increase the amount they can apply for independently.

If your TG has not yet submitted an S&T application and accesses the £25,000 fund, then your employer members are able to apply for their entitlement independently.

### **When do I need to apply for this £25,000 fund?**

We want to ensure TGs receive the maximum funds possible in order to respond to their members' training needs. Therefore we'd like as many TGs as possible to let us know that they would like to access these funds by the end of August 2020.

However we recognise that a number of TGs are not back to business as usual due to furlough arrangements and so we will accept later applications, although we would prefer TGs to access the fund as early as possible, to allow them to respond to the training needs of members over a longer period.

Payment dates and values may need to be adjusted depending on when the application is made – this will be assessed on a case by case basis.

Applications that are submitted after the end of October 2020 will be accepted but TGs will need to advise us by the 31 October 2020 that their application will be submitted later, and provide the rationale for the late application. If any TGs do not advise us of this by the end of October, then the funds may be reallocated to other CITB priorities.

### **How do I apply to access the £25k fund?**

We have created a simple application form which GTOs need to complete and return. There is no requirement in the application for informing us which employers will participate or which training is required. Full details of training delivered will be required at the

reconciliation points during the programme. However, please remember that only eligible employers can be supported by this fund, and the fund can only be used for GET training.

To apply, send the completed and signed application form to [skills.training@citb.co.uk](mailto:skills.training@citb.co.uk)

### **How will the fund be paid?**

The fund is payable in three equal tranches, at regular intervals between now and the end of March 2021. First payments – for applications received by 21 August – will be processed at the end of August 2020, the second payment will be processed at the end of October 2020, and the third and final payment will be processed at the end of January 2021. Payment dates and payment values may need to be adjusted depending on when the application is made. This will be assessed on a case by case basis.

TGs will be required to submit a summary of activity delivered before the second and third payments are processed. This summary will need to include the GET training delivered, employer details including levy registration numbers that accessed the training, and the number of participants from each employer that attended the training.

A template for this will be provided to all GTOs.

We will reconcile training delivered against funds received and adjust the second and / or third payment if necessary.

In the case of any underspend identified from the final reconciliation, the TG will be required to repay any unused funds.