

Training Groups

TG GET Fund Guidance and Terms of the Fund

This guidance is for Group Training Officers who wish to access the Training Group (TG) £25,000 fund for GET eligible training. It is intended to help inform you about the fund and what it can be used for.

The aim of the fund

The fund is to provide a simple route to funds that can be used to provide direct investment to employers that are members of a TG.

It is to help TGs support their members with their immediate core training requirements.

Available funding

Any TG that does not currently have a contracted Skills & Training (S&T) allocation may access £25,000 via this fund.

The fund will run until March 31st 2021.

The fund is managed entirely separately to any S&T requirement and is not aligned with any S&T criteria. It does not impact on an individual employers' S&T entitlement.

Fundable activity

The fund may be used to cover entirely or contribute to the cost of any Grant Eligible Training that is delivered between 1 August 2020 and 31 March 2021 (minus the Short Duration grant amount).

Non Grant Eligible training is not covered by this fund. For the avoidance of doubt, employers that meet the fund eligibility criteria remain able to access the S&T fund subject to the applicable Terms & Conditions.

Funds cannot be used for Grant Eligible training that is already included on an individual employer contracted S&T allocation.

Who is eligible to access this fund?

Funds can only be accessed by a TG that does not have a contracted S&T allocation.

Funds can be used to support TG members that are CITB registered and up to date with levy payments (notwithstanding the current levy arrangements).

Terms of the Fund

The fund is to support TG members with their grant eligible training requirements.

The fund may be used to fund any GET training as included on the [CITB list of short duration courses](#).

The fund may be used to support any size employer and should be focused on supporting as many members as possible. However, we expect the fund to proportionally benefit small and micro sized employer members of the TG.

The fund should be shared among TG members as equally as possible, while responding to the needs of the TG members collectively. Over the total 8 month delivery period, no more than 25% of the TG GET fund should be apportioned to medium or large size employers (over 100 employees).

The fund must not be used to pay for training that an employer has already included on an S&T programme of training. It is the responsibility of the TG to make necessary checks to prevent duplication of funds.

The fund may not be used for any TG related administrative or running costs.

The fund is available to support GET training delivered between 1 August 2020 and 31 March 2021.

TGs are not able to access the S&T fund and the £25,000 fund.

TGs cannot opt out of an S&T contract and move to the £25,000 fund.

TGs with an S&T application that is not yet contracted may decide to apply for the £25,000 instead.

Employers that are members of a TG and benefit from the £25,000 fund are able to apply independently for their S&T entitlement. All S&T funding rules and criteria will continue to apply.

Payment terms

The fund will be paid at three points between August 2020 and March 2021.

Payments will be made in equal proportions.

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.

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

Payment 1 – for applications received and approved by 21 August 2020 will be processed end of August 2020

Payment 2 – processed end of October 2020 (once the first reconciliation summaries are received and processed)

Payment 3 – this may be a revised amount based on training delivery between August and January, processed end of January 2021 (once the second reconciliation summaries are received and processed)

At the end of March 2021 a final reconciliation summary will be required. Any TGs who have an underspend identified at this point will be required to repay this balance to CITB.