

CITB FUNDING

**INVEST
IN THE
FUTURE
OF YOUR
BUSINESS
WITH CITB
FUNDING.**



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SKILLS & TRAINING FUND FOR MEDIUM-SIZED BUSINESSES (100 - 250 EMPLOYEES)

➤ Skills & Training fund for Medium-sized businesses

- The Medium Fund will support innovative training activity that is either Construction Specific OR Leadership & Management.
- **Innovative:** simply means something that is new to the business. Either a totally new training course or activity that they haven't done before. Or, a new approach to how something is delivered, or will benefit a different group of people e.g. a different department/role.
- Grant Eligible training is not fundable unless it is clearly explained that it is new to the business and forms part of a wider programme of activity

➤ Funding suggestions

- Invest in your leadership team (ILM qualifications)
- Address a business challenge such as quality, safety or inclusion through better management and leadership
- Ensure the construction software recently installed is optimised by funding software training for key members of staff
- Develop potential future business leaders by funding an introduction to management skills programme
- Improve employee engagement by funding accredited qualifications rather than in-house coaching E.g. NVQs for Site Supervisors
- Support business leaders to have confidence to deliver a business change programme by funding coach sessions & communication skills.

**FUNDING FOR
TRAINING HELPS
KEEP THE TEAM UP
TO DATE, SAFE AND
HIGHLY SKILLED.**

Joe Armitage
Finance Manager
East Midlands Diamond Drilling



→ How much can you apply for?

- Up to £15,000 for employers with 100 - 149 employees
- Up to £20,000 for employers with 150 - 199 employees
- Up to £25,000 for employers with 200 - 250 employees.

→ Eligibility requirements

- Your Levy return must be up to date (no blocks or payment issues)
- The business must have between 100-250 employees declared on last levy return
- Any previous Skills & Training funding must be complete
- You can only apply for funding once every 12 months.

→ Application checklist

- All training/activity requested fits the definition of leadership & management OR is construction-specific
- All training is new to the business
- Application does not include any items on the 'not fundable' list E.g. consultancy (Please refer to our Guidance Notes for further information)
- All application questions must be clearly answered and provides sufficient information to explain what is being asked for, why & how it will make a difference
- You must provide information on how you will assure the quality of the training. E.g. If the Training Provider is an ATO
- You must provide sufficient information to demonstrate Value for Money. E.g. Quotes have been provided for each activity.
- You have included all compulsory information within the application form. Including business details, training start and end dates etc.
- A Training Provider has not completed the form for you (without you being fully aware of what else you could use the funding for)
- You have spoken to your CITB Adviser for additional support.

→ Further information

- To download an application form, visit [our website](#)
- For support with you with your application, read our [Guidance notes](#)
- Read our [terms of funding](#)
- Read our [terms of bidding](#)
- Contact your local [CITB Advisor](#)
- Email skills.training@citb.co.uk

