

The Performance Group

Maximising performance everywhere we can!



£1000:00 to Invest in Training & Development!

Train to Gain offers a **Leadership & Management Grant Programme** which provides up to **£1000:00** to invest in training & development and help develop your business leadership skills. This offer is open to all types of business including private, franchise, public and voluntary bodies providing they have between 5 & 249 full time equivalent paid staff. Unpaid volunteers, including Trustees, can participate in the programme on the same basis as other key owner/managers.

The first **£500:00** is available to **Managing Directors, Owner Managers, and Company Directors** and does not need to be matched. This means that approved training costing up to £500:00 can be paid entirely through the grant programme without any contribution from the organisation. All training must have started and the grant claimed within 90 days of the grant being approved. **A further grant of up to £500:00**, which must be matched funded, is available to any **Senior Manager** or **members of the Management Team**. This means that whatever the cost of the training 50% will be funded by the grant programme and 50% from the organisation – up to a limit of the £500:00 funding. **Accessing the first £500:00 does not obligate you to access this further grant.**

You can use the money in the best way for you. This means the money can be put towards one or a combination of training solutions including training programmes; workshops; online training; bespoke/tailored training options; peer learning and/or business mentoring/coaching. **And you'll be pleased to know this also includes all of our EDI Endorsed Qualifications and many of our Human Performance Workshops.**

Train to Gain will give independent and impartial advice at no cost or obligation to you. A qualified and experienced Leadership & Management specialist adviser will help you identify your own personal training and development requirements; and offer a choice of flexible, tailored learning solutions to suit your individual and business needs. **As part of the application process, you will be provided with a complimentary, tailored Personal Development Plan.**

If you are interested in accessing this grant to utilise on one of our EDI Endorsed Qualifications or Human Performance Workshops please contact [Jim](#) or [Kate](#) on [01908 686825](#)

We will answer any of your questions about this grant and if you wish to proceed we will refer the names of the staff that wish to access the grant to a **Train to Gain Specialist Leadership & Management Adviser** who will check eligibility before arranging a suitable time to discuss their training and development requirements - either by phone or face to face. The Adviser will discuss the employee's development needs to ensure that the programme identified is suitable and will develop a Personal Development Plan. Train to Gain's service is impartial and clients are free to choose a training provider of their choice. However, if you do wish to utilise some or all of your grant on our **EDI Endorsed Qualifications** or **Human Performance Workshops** please ensure that your advisor knows which of our programme/s you would like to access.

Applications to utilise this grant must be made at least 21 days - and no more than 90 days - prior to the training activity. Once approved the delegate pays our invoice for training then claims the appropriate grant back from Train to Gain by sending in the Verification of Training Started form and claim form. **Train to Gain reimburse 30 days from receipt of the claim form.**

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