

ENGLAND ONLY

FUNDING SUPPORT PACKAGE

1ST AUGUST 2020 – 31ST JULY 2021



The JTL financial support package to employers is agreed on an annual basis. The current financial support package will be available between 1st August 2020 and 31st July 2021 at which time it will be reviewed.

This funding support package will not affect any financial arrangements between JTL and the employer agreed at the outset of apprentices' training which will continue for the duration of the apprenticeship unless subject to Government funding policy changes.

Therefore, between 1st August 2020 and 31st July 2021, and in line with the relevant industry qualification requirements and regardless of discipline or qualification/standard, JTL will pay, for the following in respect of all JTL apprentices regardless of whether the employer is a levy or non-levy payer:

- » JTL Entry Assessment.
- » RoSPA online construction safety fundamentals course.
- » 'Off-the-job' knowledge element training (formerly known as the Technical Certificate).
- » Awarding Organisation registration and certification fees as appropriate.

- » First-time knowledge element registration and examination fees (not re-sit tuition and examination fees).
- » 'On-the-job' competent performance element assessment.

JTL will also provide its apprentices with a copy of JTL's underpinning knowledge student reference books (where applicable) as well as a suitable electronic portfolio for recording their evidence of competent performance throughout the apprenticeship.

Please note that payment of annual tuition fees is subject to satisfactory completion of the previous year. A financial contribution towards the cost of training may be required from the employer in line with government funding requirements.

Employers are liable for all travel, accommodation; and normal employment costs (see Funding Terms: Important Considerations on page 3)

ELECTROTECHNICAL

AM2 AND AM2S

Subject to the conditions set out below, JTL will pay grants to employers of electrotechnical apprentices in respect of the following:

QUALIFICATIONS CREDIT FRAMEWORK (QCF)

For apprentices who commenced their apprenticeship from 1st August 2011 i.e. those who follow the Qualifications Credit Framework (QCF), JTL will pay the cost, exclusive of VAT, of up to one attempt by each apprentice participating in the JTL scheme at the AM2 assessment of practical competence.

To qualify for the AM2 grant, the apprentice must have successfully completed the required Key/Functional Skills, Technical Certificate (or equivalent) and had his/her NVQ Level 3 portfolio (or equivalent) assessed as complete and satisfactory.

Furthermore, the AM2 test must be booked before the end of the fourth year of the JTL apprenticeship and this must be confirmed with JTL prior to entering apprentices for the test.

The cost of the AM2 will need to be met by the employer initially and then claimed back from JTL using the relevant grant form (JTL.605).

STANDARD

For apprentices on the JTL scheme who commenced their apprenticeship on a Standards route, the cost of the AM2S, up to a maximum of £1,000, will be taken from the total price of the apprenticeship agreed with the employer at the outset. If the cost of the AM2S exceeds

£1,000, the employer will be required to pay the difference in accordance with Government funding rules.

For apprentices following the new Standard, the AM2S can only be taken once the apprentice has met the minimum duration of an apprenticeship (372 days), satisfied the gateway requirements set out in the assessment plan and their employer (in consultation with JTL) is content they have attained sufficient skills, knowledge and behaviors.

JTL will pay the cost of the first attempt at the AM2S directly to the AM2S centre. Employers will be responsible for meeting the cost of any resits directly.

If an apprentice fails to attend for the test, JTL reserves the right to reclaim the cost of the test from the employer. This cost may not be passed onto the apprentice.

Apprentices who complete a Standards route, will not be allowed to take the 'old' AM2 test but will be required to take the AM2S test.

PLUMBING AND HEATING

NO GRANTS, WHICH HAVE NOT ALREADY BEEN AGREED, ARE PAYABLE.

ADDITIONAL LEARNING SUPPORT

JTL may be able to access additional funding for apprentices to help with learning that affects their ability to continue and complete their apprenticeship. Learning support must not be used to deal with everyday difficulties that are not directly associated with an apprenticeship. For further information, speak with a JTL ALS Manager.



HARDSHIP SUPPORT GRANT

It is recognised that there may be occasions when JTL apprentices find themselves in difficult personal circumstances through no fault of their own which may have a negative impact on the progression or achievement of their apprenticeship.

Where appropriate, JTL will be willing to consider the provision of limited financial support (from its charitable funds) to assist/support such apprentices to overcome the circumstances. These may, for example, include being homeless or living in a foyer or having been the victim of crime.

ADOPTION GRANT

Redundant apprentices are eligible for the new government recruitment grants to employers available from 1st August 2020 to 31st January 2021. JTL will suspend its adoption grant during this period unless there are exceptional circumstances which means that the government grants cannot be claimed. Details of the government funding support package are available at www.jtltraining.com/apprenticeships/taking-on-a-jtl-apprentice/costs-and-funding/england-costs-and-funding/ Any exceptions will need JTL Director approval and will need to be compliant with government funding rules.

Once the government recruitment grants have ceased, JTL's adoption grant policy will resume as follows:

- » up to £750 for the re-engagement of the redundant apprentice by a new employer;
- » up to a further £750 when the apprentice has completed the apprenticeship with the same new employer.

FUNDING TERMS: IMPORTANT CONSIDERATIONS

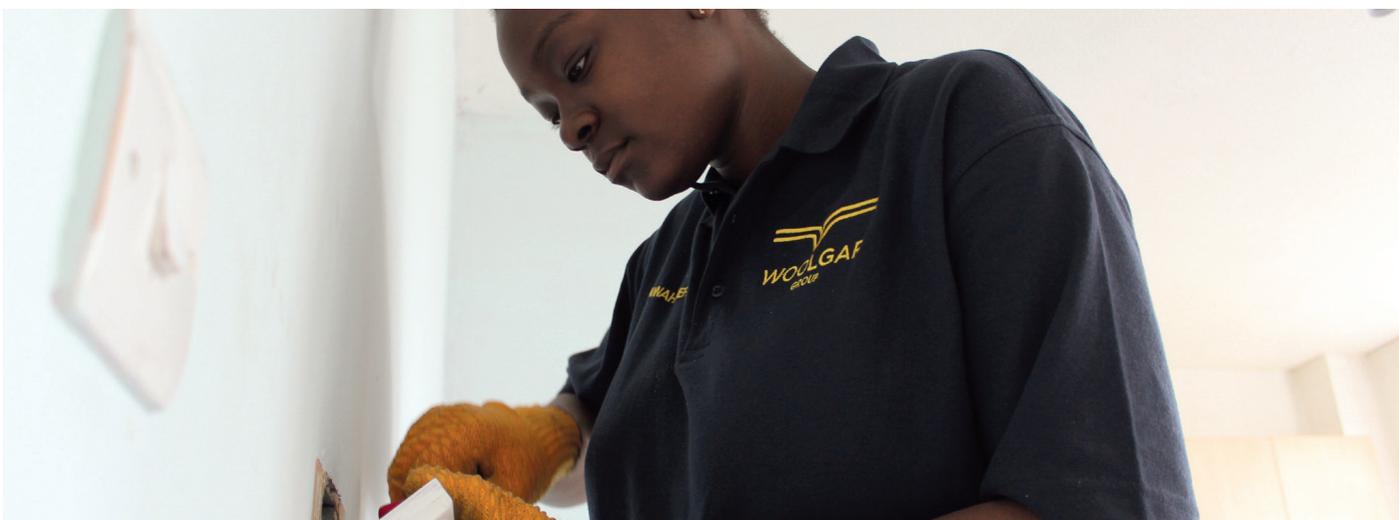
APPRENTICES AND RELATIVES/GUARDIANS

- » Apprentices must have a contract of employment.
- » Apprentices, their parents, close relations or guardians may not contribute financially to the cost of learning.

EMPLOYERS

- » The employer will be required to meet employment costs, including preemployment medical and Personal Protective Equipment (PPE) in line with industry requirements, as well as any travel to training venue costs. In addition to paying apprentice wages when working on-site (applicable to the stage or year reached by the apprentice), the employer is also required to pay wages for attendance at the training centre/college or when the apprentice is undertaking remote learning during normal working hours..
- » In the event that the employer withdraws an apprentice from JTL's scheme without seeking the prior agreement of JTL, the employer will indemnify JTL against all further costs relating to the continuation and completion of the apprentice's training. This will be until such time as the apprentice returns to JTL's managing agency. The employer also agrees to reimburse to JTL all prorated costs that JTL may have, in good faith, contracted to pay to training centres relating to that apprentice.
- » JTL reserves the right to place a financial penalty of up to the government's framework completion payment, on any employer who allows their apprentice to cease training having attained the NVQ Level 3 (or equivalent), without completing all other elements of the apprenticeship, and which results in the apprentice not completing the full apprenticeship.

Further information and Good Practice is available in the Employer Handbook.



GOVERNMENT INCENTIVE PAYMENTS 2020

The government have announced an incentive payment will be made to employers who hire an apprentice between 1st August 2020 and 31st January 2021. To be eligible, the apprentice must be a new employee to the business and have a contract of employment start date between 1st August 2020 and 31st January 2021 (inclusive). They must not have been employed by the employer within the six months before the contract start date.

Please see below some key points about the incentive payments*:

- » There will be no limit on the number of incentive payments that an employer can claim for apprentices eligible to receive funding, provided each apprentice meets the eligibility criteria.
- » There will be two levels of payment based on age: for apprentices aged 16-24 the payment will be £2,000 and for apprentices aged 25 or over the payment will be £1,500.
- » Payment will be made directly to employers in two equal instalments, where the apprentice is still in learning at day 90 and day 365. At both of these points, the employer can claim equal payments of £1,000 for 16 to 24-year-olds (total incentive £2,000 per learner), or £750 for learners aged 25 and over (total incentive £1,500 per learner).
- » The scheme will go live on 1st August 2020, although employers can only begin to claim for new apprentices from 1st September 2020. Employers will need to claim via the Apprenticeship Service, and payments will be made directly to them. This means that employers will need to set up their account on The Apprenticeship Service portal in order to access the funding. JTL can assist with this process.
- » The grants may also be available for redundant apprentices who are taken on by a new employer provided they meet the criteria. However if they are in their final year and complete before day 365, the second instalment will not be payable.
- » This incentive will be in addition to the existing £1,000 government grant available if you take on an apprentice/s aged 16-18.

*These incentives should not be confused with the Kickstart programme which the Chancellor also announced. The wage supplements announced as part of that scheme cannot be used for apprentices.



JTL Head Office: Stafford House,
120-122 High Street, Orpington, Kent BR6 QJS

Call: 0800 085 2308 Email: info@jtltraining.com

Visit: www.jtltraining.com  