

MTA Apprenticeship Grant/Loan and Training Grants Application Form



THE MANUFACTURING TECHNOLOGIES ASSOCIATION

Application stages:

1. Fill in an application form and send it to education@mta.org.uk or post to us at MTA, 62 Bayswater Road, London, W2 3PS along with any supporting documents as requested.
2. Grant/Loan application assessed by MTA Education and Development Committee – Decision made.
3. If successful, applicant informed, further supporting documents sent from applicant to MTA, filing completed and payment made in 30 working days – note that no money will be paid until the correct supporting documentation is provided by the applicant.
4. If unsuccessful, application informed with reasons given.

To enquire as to the status of your application, please call us on 020 7298 6401 or e-mail education@mta.org.uk. Please note further information may be required to support your application.

Company Name: _____

Registered Address: _____

Applicant Full Name: _____

Applicant Job Title: _____

Applicant Email: _____

Application Date: _____

Grant/Loan Applying for (please tick): Apprentice Grant/Loan (complete sections 1 & 3)
 Training Grant (complete sections 2 & 3)

Section 1 – MTA Apprenticeship Grant/Loan

The MTA's Education and Development Committee administers charitable grants on behalf of The MTA Education Trust (Charity Number: 1081690). We may obtain information about your company from credit reference agencies to check your company credit status. They will record our enquiries, which may be seen by other companies when making their own credit enquiries about your company. If false or inaccurate information is provided and fraud is identified or suspected, details may be passed to fraud prevention agencies.

The maximum value of an apprentice grant for a full MTA member is £4,000. The maximum value of an apprentice grant for a contract MTA member is £2,000. The maximum amount for an apprenticeship loan for both Full and Contract MTA members is £10,000.

Associate and Honorary MTA members are not eligible for MTA Apprenticeship Grants or Loans.

Apprentice Full Name: _____

Apprenticeship Job Title: _____

Value of Apprentice Grant sought: £2,000 £4,000

£10,000 Apprentice Loan sought: YES NO

Supporting Documents Required prior to agreement in principle:	<ul style="list-style-type: none">• Apprentice Training Contract• Apprentice Learner Agreement
Documents Required following agreement in principle:	<ul style="list-style-type: none">• Company Bank Details on Company headed paper



Section 2 – MTA Training Grant

The MTA's Education and Development Committee administers charitable grants on behalf of The MTA Education Trust (Charity Number: 1081690). The MTA will pay 50% of any training course you wish to participate in, to upskill your workforce up to a maximum of £750 (i.e. if course costs £1500 MTA will pay £750).

Note that the £750 limit applies to MTA members who pay a membership fee equal to or more than £1500. For members who pay less than £1500 then the maximum training grant will be half of the membership fee.

This grant cannot be used for compliance/mandatory training (i.e. GDPR etc).

Associate and Honorary MTA members are not eligible for MTA Training Grants.

Training Course Name & Provider:

Desired Learning Outcomes:

Training Grant Value sought:

(Max £750)

Supporting Documents Required following agreement in principle:

- Paid Course Invoice
- Company Bank Details on Company headed paper

Section 3 – Terms and Conditions Agreement

I have read, understood, and agree to the terms and conditions:

Signed:

Print Name:

Date:

