



**APHC (Training) Ltd. Employer Grant Support Initiative**  
**(APHC Non-member) 2015**

(Please read through the terms and conditions overleaf to confirm eligibility to claim the grant support. Then complete and return the attached form to reserve the grant payment in line with our terms & conditions).

I wish to apply for a training grant to the value of £100 from APHC (Training) Ltd. for the business detailed below -

**Contact name:** \_\_\_\_\_

**Position in business:** \_\_\_\_\_

**Business name:** \_\_\_\_\_

**Address line 1:** \_\_\_\_\_

**Address line 2:** \_\_\_\_\_

**Town:** \_\_\_\_\_

**Postcode:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Telephone number:** \_\_\_\_\_

**Companies house number:** \_\_\_\_\_

*Note:*

*If your business is not registered with Companies House then a copy of a company letterhead must be provided with this form as evidence to confirm that you are operating a plumbing & heating business.*

I confirm that the aforementioned business is eligible to claim grant support payment from APHC (Training) Ltd. and I understand the requirements of the terms and conditions of the grant support initiative and confirm that my application meets the requirements of those terms and conditions.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please return this form:

By e-mail to: [info@aphc.co.uk](mailto:info@aphc.co.uk)

By fax: 0121 705 7871

By post: APHC, 12 The Pavilions, Cranmore Drive, Solihull, B90 4SB

## **APHC (Training) Ltd. Employer Grant Support Initiative 2015**

### **Terms & Conditions**

The following outlines the terms and conditions on which a training grant can be claimed from APHC (Training) Ltd. –

- 1/ The grant initiative is only open to plumbing and heating businesses in the UK.
- 2/ Any application for grant support monies must only be made by the plumbing and heating company directly. APHC (Training) Ltd will reject any applications made directly by training providers or made by training providers on behalf of plumbing and heating businesses.
- 3/ The training grant payment can only be claimed in support of CPD type courses to develop existing qualified operatives in the plumbing and heating workforce. The grant initiative cannot be claimed to support any form of new entrant training. APHC (Training) Ltd. reserves the right to carry out checks with training providers to ensure that any grant monies to be paid are supporting CPD courses to existing workers. In the event that an incorrect claim is made, grant payments will not be made. In the event that incorrect grant payments are claimed APHC (Training) Ltd. reserves the right to seek a full reimbursement from the claimant.
- 4/ APHC (Training) Ltd. has set aside funding for grant payments to companies during 2015. Applications from businesses will be taken on a first come first served basis until the grant funding has been exhausted. After that point all subsequent applications will be rejected. APHC (Training) Ltd. will confirm the allocation of the grant money with the successful applicant business.
- 5/ Each business can claim a grant to the value of £100 towards the CPD type training of one plumbing & heating operative.
- 6/ Grants can only be claimed by businesses that APHC (Training) Ltd. has previously confirmed that a grant has been allocated to them. Grants will only be paid for training completed after the date on which APHC (Training) Ltd. confirm the allocation of grant monies to the business. All training for grants agreed during 2015 must be completed by 31<sup>st</sup> December 2015; the final date for claiming the grant monies for 2015 is 28<sup>th</sup> February 2016.
- 7/ Once a grant allocation has been made by APHC (Training) Ltd. to a business, a simple form will be provided on which to claim the grant. This form must be fully completed and provided back to APHC (Training) Ltd. and be accompanied by an invoice for the course from an approved course provider together with a certificate confirming that the training programme has been successfully completed. If the form is incomplete and the invoice or certificate is not provided then APHC will reject the claim for payment.
- 8/ Eligible certificated CPD courses are those completed through a recognised provider such as BPEC, City & Guilds, LOGIC Certification, NICEIC and including all UKAS approved ACS providers. Eligible courses are as follows –
  - Above Ground Sanitation Systems
  - Gas Accredited Certification Scheme
  - Water Regulations
  - Unvented Hot Water Systems
  - Solid Mineral Fuel Systems
  - Oil Firing (OFTEC range of programmes)
  - Defined Scope Electrical Part P
  - Water Disinfection & Risk Assessment
  - Building Regulations Part L1
  - Rainwater Harvesting & Grey Water Recycling
  - Underfloor Heating
  - Domestic Ventilation Systems
  - Renewable Technologies – heat pumps, solar thermal, woody biomass
- 9/ APHC (Training) Ltd. reserves the right to at all times provide grant support finance to businesses at its sole discretion.