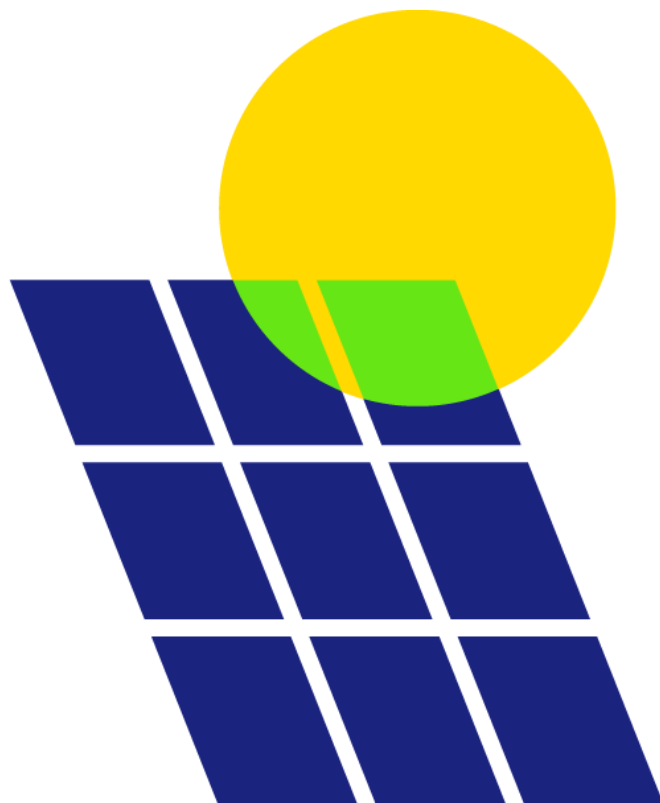




Solar Skills: London

Grant scheme guidance for employers



Overview

Solar Skills: London is a project run by Solar Energy UK and the Mayor of London. It is intended to help develop the solar supply chain in London, by supporting the creation of new jobs and a high-quality pipeline of talent for the capital's solar businesses.

The project is also intended to support existing solar sector workers to develop their skills and knowledge. To do this, the project includes a grant scheme for solar businesses and employees to receive training as part of their professional development. Solar Energy UK will award grants of up to £1000 to eligible grantees. These will be valid to cover the cost, in whole or in part, of training courses relating to the solar and storage industry.

This document contains the information needed to apply for a grant as part of Solar Skills: London.

How to apply

To apply for a grant, you will need to complete the online application forms [on the Solar Skills landing page](#) on our website. Applications will be considered on a **rolling basis**.

Do not complete and return this document.

Grants will be provided on a reimbursement basis. This means grantees or their employees will need to pay for the initial cost of the course themselves. Solar Energy UK will then provide reimbursement:

- For up to £1000 of the cost of the course, if the course is more than £1000 in total.
- For the full cost of the course, if the course is less than £1000 in total.

The number of grants for which organisations will be available to apply under the first funding round will depend on their number of employees, as follows:

| Number of employees | Number of grants organisation eligible for |
|---------------------|--|
| 0 - 10 | 1 |
| 11 – 20 | 2 |
| 21+ | 3 |

If you apply for more than one grant, these will be allocated in the order in which applications are received. Please note that if a very high number of applications is received, Solar Energy UK may limit the total number of grants awarded to one organisation, in order to ensure as many different organisations are able to benefit from the scheme as possible.

Timescale

Grants will be allocated on a first-come, first-serve basis to prospective grantees who meet the eligibility requirements, until the value of the first round of funding has been provisionally awarded. Solar Energy UK will aim to inform successful applicants as soon as possible after they have submitted their application.

Application form – employers

To apply for a grant as part of this project, you will be asked to answer the following questions using the online application form:

Section one: about you

- 1) What is the name of your company?
- 2) What is your Company Registration number?
- 3) How many employees does your company have?
 - a. 0 – 10
 - b. 11 – 20
 - c. 21+
- 4) Is your company accredited by the Microgeneration Certification Scheme to work with solar technologies on domestic or commercial rooftop projects?
 - a. Yes
 - b. No
 - a. Sorry, you will not be eligible for a training grant.
- 5) Do you operate inside or close to the M25?
 - a. Yes
 - a. What is the postcode of your main office?
 - b. No
 - a. Has your company worked on more than four solar projects in London in the last 12 months?
 - i. Yes
 1. Please provide details of these projects, including any relevant evidence.
 - ii. No
 1. Sorry, you will not be eligible for a training grant.
- 6) What is the name of the employee who will take part in the training?
- 7) What is the gender of the employee who will take part in the training?
 - a) Male
 - b) Female
 - c) Other (please state)
 - d) Prefer not to say

- 8) What is the age of the employee who will take part in the training?
- a) 18-25
 - b) 26-34
 - c) 35-44
 - d) 45-54
 - e) 55+
- 9) Is the employee who will take part in the training a permanent employee? (Please note that this may be as a full time or part time member of staff).
- a. Yes
 - b. No
 - a. Sorry, you will not be eligible for a training grant.
- 10) What is the role in your organisation of the employee who will take part in the training?
- 11) Please provide proof that the employee member who will take part in the training is on your payroll (eg with a recent pay slip, with confidential information redacted).
- 12) Please upload a CV detailing the experience of the employee who will take part in the training, and their involvement with relevant projects.
- 13) Please provide a description of why the employee who will take part in the training needs this training, and how it fits into their career development.

Section two: about the funding you are applying for

1. What is the name of the course you are applying for?
2. Please provide a link to the specific course:
3. Which of the following areas does the course relate to?
 - a. Solar PV installation, operation, and maintenance.
 - b. Solar thermal installation, operation, and maintenance.
 - c. Solar storage technology installation, operation, and maintenance (including batteries and electric vehicle charging).
 - d. Electrical health and safety training.
 - e. Other (please specify)
 - i. Please note that funding for other courses will be awarded at Solar Energy UK's discretion.
4. What is the name of the training provider?
5. Is the course accredited by a relevant skills or training body?
 - a. Yes

- i. Please provide a link to information on how the course is accredited.
 - b. No
 - i. This course may not be eligible for grant funding. We will contact you with further information.
6. How much does the course cost?
7. What is the intended date on which the course will take place? Please note that subject to course availability, we would prefer courses to be completed as soon as possible.

Section three: declaration

Please read the following statement:

Solar Energy UK will reimburse grantees for expenditure incurred after the relevant training course has been completed. This will be to a maximum value of £1000.

The final decision on the eligibility of all prospective grantees will be at the discretion of Solar Energy UK.

Grantees will be required to provide evidence of the cost of the course, and completion of employee training. This will include, at a minimum:

- *An email confirming the attendance of the course participant from the grantee or their company.*
- *A receipt for payment from the training provider.*
- *A course completion certificate from the training provider, with the name of the trainee, details of the course completed, and the date of completion.*

Grantees will be asked to complete a short survey for Solar Energy UK, which should take less than five minutes to complete, relating to the Solar Skills: London grant scheme.

8. Have you read and understood the statement above, and do you agree to provide the information requested? Please note that if you do not agree, we will not be able to provide you with grant funding.
 - a. Yes
 - b. No
 - i. Sorry, you will not be eligible for a training grant.

Contact

solarskillslondon@solarenergyuk.org.

<https://solarenergyuk.org/resource/solar-skills-london>.

ENDS