

The Southampton  
**APPRENTICESHIP  
GRANT**



## Support for small businesses

We know that some people find it harder to secure employment than others and that additional support and training is needed to support them.

The Southampton Apprenticeship Grant is being introduced by Southampton City Council to help small businesses offer local people employment via an apprenticeship programme.

The grant will help offset some of the extra costs associated with employing a young person from a priority group such as additional mentoring or training. Employers will be able to claim £1,500 for each apprentice they recruit.

There will be a maximum of 50 grants of £1,500 available and each employer can claim a maximum of two grants.

In order for the employer to qualify for the grant:

- They must be a small to medium enterprise (SMEs of 0-249 employees)
- the apprentice must be a Southampton resident (an SO1 postcode)
- the apprentice must have sustained the apprenticeship place for at least eight weeks
- the employer has committed to employing the apprentice for at least 30 hours a week, for a minimum of 12 months and will pay the apprentice at least the national minimum wage for apprentices of £2.73 per hour rising to £3.30 from 1 October 2015

The new apprentice must be:

- a young carer\*
- a care leaver
- a young offender
- a teenage parent
- A person with disabilities where reasonable adjustment is needed.

## Frequently asked questions

### Which employers are eligible to receive The Southampton Apprenticeship Grant?

Our aim is to support all Southampton SMEs who offer new apprenticeships for young people aged 16-25.

### What can The Southampton Apprenticeship Grant be used for?

The grant is intended to contribute to additional support costs for an apprentice, these should be implemented in any way the employer requires.

### How will training providers help?

Training providers will ensure the apprentices are eligible. They will support employers to ensure the apprentice is motivated and committed to the job and will be responsible for processing payments to employers.

### Who will manage and administer the funding?

Southampton City Council will manage the Southampton Apprenticeship Grant, and training providers will be reimbursed.

To claim the payment, providers must submit copies of the signed application form.

### Is other funding available?

The National Apprenticeship Service Apprenticeship Grant for Employers (AGE) is available to SME businesses taking on their first apprentice. Under the eligibility rules, employers will be able to draw down a maximum of five grants of £1,500 – for details visit the National Apprenticeship Service website: [www.gov.uk/further-education-skills/apprenticeships](http://www.gov.uk/further-education-skills/apprenticeships)

Employers eligible for the AGE grant can also claim the Southampton Apprenticeship grant.

### I'm interested.

#### What should I do now?

Employers who already know which training provider they wish to work with should contact them directly and they will be able to assist with the application process and make payments accordingly. If you are unsure, please contact the helpline.

**For all aspects of employer support including  
the Southampton Grant please contact**

**apprenticeships@southampton.gov.uk**

**Or call**

**023 8091 7743**

\*Claiming Carers Allowance