

Apprenticeship Service Funding

Additional Government support for employers who hire apprentices

From the 1 August 2020 until the 31 January 2021, businesses taking on new apprentices can claim further incentive payments of:

- £2,000 for a 16 to 24-year-old
- £1,500 for apprentices aged 25 and over

You must apply for the incentive directly to the ESFA when registering to reserve your funding.

- Claims can be made from the 1 September for qualifying apprentices taken on from the 1 August
- Eligibility for the cash, requires that the apprentice must:
 - not have been employed by the employer within the 6 months prior to their start date
 - be a new employee to the business
 - have a contract of employment start date between 01/08/20 – 31/01/21 (inclusive)

Payment will be made into your online account in two equal instalments, where the apprentice is still in learning at day 90 and day 365.

Payments for eligible apprentices starting between 1 August and 30 September will be made in January 2021.

It means that you can now receive up to £3,000 each for hiring 16 to 18-year-old apprentices*.

*The £3,000 figure consists of the additional £2,000 mentioned above and the existing £1,000 as mentioned opposite.

UKPRN number - Kirklees College's number is 10003189

Important Information:

Before setting up an account, log onto:

<https://www.gov.uk/guidance/manage-apprenticeship-funds>

You will need authority to add PAYE schemes to the account and to accept the employer agreement on behalf of your organisation.

If your annual pay bill is less than £3 million, you will be asked to:

- create an account (you will need an email address you have access to)
- add a PAYE scheme on behalf of your organisation
- accept the employer agreement with the ESFA

As a smaller employer, you can reserve funds in the 'finance' section of your apprenticeship service account.

You will be asked the following:

Important Information

- which apprenticeship standard the apprentice will be doing (your training provider will provide you with this information)
- what month the apprenticeship training will start (you can change this date and standard, if it differs)

You can contact the **Education and Skills Funding Agency (ESFA)** for further guidance as below:

Email helpdesk@manage-apprenticeships.service.gov.uk

Call 08000 150 600 Opening times 8am - 8pm Monday to Friday. During their opening times you should receive a reply within four hours.

£1,000 Employer Incentive for training younger apprentices

Existing £1,000 incentives are still available for employers who train younger apprentices between the ages of 16 and 18. This also extends to those who are under 25 with an education, health and care plan or have been in the care of their local authority. The incentive is paid in two equal instalments. £500 after three months and a further £500 after 12 months.

To find out how you can access this funding, see contact details below.



Education & Skills
Funding Agency



Employer Engagement Team

Call **0800 781 3020**

Email employers@kirkleescollege.ac.uk

www.kirkleescollege.ac.uk