

## **Shropshire Partners in Care (SPiC) Training Subsidy Fund 2019/20 – Shropshire Providers Only**

**(This fund is only available to members of SPiC)**

### **2 (a) Criteria for Claiming**

- ❖ You can claim 50% of course fees up to a maximum of £500.00 per membership for the financial year 1 April 2019 to 31 March 2020. Claims are processed on a first come first served basis. The course must have taken place between the 1 April 2019 and the 31 March 2020.
- ❖ The SPiC Training Subsidy can be used to support training which covers one of the following areas:
  - Dementia
  - End of Life
  - Health & Safety
  - Clinical Skills
  - Specialist Skills
- ❖ You can claim for training that is provided either by SPiC or other Training Providers. They must be on the SPiC Training Provider list which can be found under the Funding Section on the SPiC website at [www.spic.co.uk](http://www.spic.co.uk). If the Training Provider you have used is not on this list please contact the SPiC office for advice.
- ❖ **Only face to face training will be funded through the SPiC Subsidy. On-line training and distance learning will not be funded.**
- ❖ **If you are not already a member of Shropshire Partners in Care but would like further information on becoming a member, please contact Amy Peter on 01743860011**

### **2 (b) Training not eligible for the SPiC Training Subsidy**

- The following courses **will not** be funded through the SPiC Training subsidy:-
  - ½ Day Adult Safeguarding Awareness
  - 1 Day Emergency First Aid at Work
  - 1 Day Moving and Handling
  - ½ Day Moving and Handling Refresher
- ❖ QCF/RQF qualifications **cannot** be claimed through the SPiC Training Subsidy.

**You can now claim by organisation. This means that you do not have to split your claims by establishments, if you have multiple sites**

### Claim Details

Organisation Name:

Course Title:

No of Learners:

Date of Course:

Training Provider:

Amount Paid (inc VAT):

Amount to be claimed:

### Evidence (All three need to be attached to your claim)

- Certificate per Learner or List of Learners provided by Training Provider
- Invoice from Training Provider
- Proof of Payment to Training provider

### Declaration – Please read and sign this declaration

Shropshire Partners in Care will process the claim subject to funds remaining available and the course meeting our criteria (detailed overleaf)

I understand that I can claim 50% of course fees up to a maximum of £500.00 per establishment that has paid a membership fee based in Shropshire

The training detailed on this claim has taken place and the training provider has been paid in full

No funding has been claimed or received by my organisation from any other source for this course

Appropriate steps will be taken to measure the effectiveness of the course and benefit to the candidates and this information will be made available to SPIC on request.

Authorised Staff Name:

Authorised Staff Signature:

### Payment Details (If we haven't paid you before or your details have changed please complete below:

Account Number:

Sort Code: