

## SMMT APPRENTICE SUPPORT PROGRAMME

### Application form

The Society of Motor Manufacturers and Traders (SMMT) Charitable Trust Fund has re-launched the SMMT Apprentice Support Programme, designed to help safeguard the jobs of apprentices currently working within the automotive industry. The scheme comes following the conclusion of the government-funded furlough scheme.

The SMMT Apprentice Support Programme earmarks £100,000 to cover all or part of the salaries of apprentices currently employed by small and medium-sized businesses (SMEs) within the UK automotive industry, but whose positions are at risk of redundancy due to Covid-19 related business pressures.

To apply for the offer of a grant under the SMMT Apprentice Support Programme, please complete the application form below.

Please note, this application form is the first stage of the application process. If the application is successful in progressing to the next stage, you will be required to provide further related information, for example on employment and financial circumstances, for the purposes of the selection process, audit and compliance. Please tick to confirm that you would be prepared to provide such information.

### Company Information

Company Name:	
SMMT Membership number:	
Registered Company address:	
Contact name:	
Contact email address and telephone number:	
Do you consider the company to be an SME?	
What is the company's annual turnover?	Up to £1,000,000 <input type="checkbox"/> £1,000,000 - £5,000,000 <input type="checkbox"/> £5,000,001 - £10,000,000 <input type="checkbox"/> £10,000,001 - £25,000,000 <input type="checkbox"/> Over £25,000,000 <input type="checkbox"/>
How many employees does the company employ?	1-10 <input type="checkbox"/> 11-50 <input type="checkbox"/> 51-100 <input type="checkbox"/> 101-250 <input type="checkbox"/> 250 + <input type="checkbox"/>
How many apprentices does the company currently employ?	1-2 <input type="checkbox"/> 3-4 <input type="checkbox"/> 5-6 <input type="checkbox"/> 7-10 <input type="checkbox"/> 10 + <input type="checkbox"/>

### Apprentice Details



INVESTOR IN PEOPLE

THE SOCIETY OF MOTOR MANUFACTURERS AND TRADERS LIMITED

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Name:	
Date of Birth:	
Gender:	
Ethnicity:	
What course is the apprentice currently enrolled on?	
What year of study is the apprentice currently undertaking?	
What college is supplying the apprenticeship?	
What will the apprentice add to the long-term success of the business?	<b>200 words maximum</b>
Are you planning to continue to employ the apprentice after they have completed their apprenticeship?	
Please provide a personal statement from the apprentice	<b>300 words maximum</b>

### Claim Details

What proportion of the apprentice's salary are you able to support?	
What amount are you requesting to be considered for a grant offer?	
<p>Please answer yes or no to the following statements:</p> <ol style="list-style-type: none"> <li>Without a grant, the company may be forced to discontinue the apprenticeship</li> <li>With a grant, the company would continue to employ the apprentice for the full period and is able to provide them with the necessary experience to complete the apprenticeship successfully in accordance with the course requirements</li> </ol>	Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>
If you have answered No to any of the above statements, please provide further details here.	

Please note that there will be a requirement for ongoing assessment and final feedback:



- The Member company would be expected to provide a quarterly update and renewed declaration of the need for the grant before the next instalment is made.
- A final report and feedback to the scheme would be required for the final payment.

DECLARATION

I, the undersigned, have full authority to make this application on behalf of the company and can confirm that the information contained herein is accurate to the best of my knowledge. In submitting this application I also understand that SMMT is not obliged to return an award grant funding, or award any grant funding at all, and that if the offer of grant funding is made, it will be subject to acceptance of separate terms and conditions for the duration of the grant.

Name:.....  
 Job title:.....  
 Company name:.....

Signature .....  
 Date:

Thank you for completing this application form. Applications close on 12 November 2021. You will be notified of the outcome and if any further details are required.

**Contact**  
 Kerry Boniface  
 HR and CSR Manager  
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