Mid Ulster **Skill**Fund

Are you a business based in the Mid Ulster District Council area looking to upskill your employees and grow your business?

The Mid Ulster Labour Market Partnership (Mid Ulster LMP) is launching a small training grant scheme called Mid Ulster **Skill**Fund to support local employers with the costs of training their staff. This will help you invest in your workforce, boost productivity, and support career progression.

**What’s Available?**

Mid Ulster LMP are offering small grants to help cover the costs of accredited qualifications and industry recognised certifications.

Mid Ulster employers can claim:

* Up to £500 per employee for training that leads to an accredited qualification
* Up to £200 per employee for certification-based training (e.g. First Aid, CSR Card, MS Excel, Hygiene Certificates, Forklift Licence, Manual Handling, etc.)

The programme is capped at £2,000 per employer. Any costs over and above these thresholds are the financial responsibility of the applicant business.

This programme is not available to the public sector.

**Why Take Part?**

* Upskill your team with no cost or minimal cost to your business.
* Offer staff qualifications and certifications that support their career progression.
* Provide industry-specific training that fits around your business schedule.
* Invest in your team, grow your business.
* Open the door to new talent by creating entry-level opportunities.

**How Does It Work?**

Employers must complete an online application form, including a State Aid Declaration and provide current quotes (within the last two months) from two training providers for like for like training courses to the Mid Ulster LMP mailbox. Emails and screen shots from relevant training providers' websites are acceptable and should be provided via follow up email when submitting your application. Failure to provide **two quotes** will result in the application being rejected.

Training MUST NOT start in advance of a signed Letter of Offer being returned to Mid Ulster LMP.

Following approval by Mid Ulster LMP, training must be completed and paid for before submitting a claim.

All participants (employees) in training **must** complete pre and post registration questionnaires as a condition of payment from our funder (Department for Communities). These forms must be submitted with evidence along with a summary of outcomes prior to payment being approved.

Claims are made retrospectively – just submit evidence after completion (this includes copies of receipts, training invoices, bank statement to show proof of payment and certificates of completion and questionnaires detailed in paragraph above).

Training must lead to an accredited qualification or recognised industry certification.

Training must be completed and all claims submitted by 31 March 2025.

**Key Criteria:**

Your business must be based in the Mid Ulster District Council area.

You must employ at least one person (excluding the owner).

Grants are issued to a maximum of £2000 per employer with a limit of £200 per employee for certified courses and £500 per employee for accredited courses.

Grants are issued on a first-come, first-served basis to companies who meet the criteria with preference given to those businesses that have not previously been in receipt of a grant, and whose employees will benefit either from additional hours or increased pay as a result of the upskilling training.

Only one application per business (including subsidiaries)

**Note:** Training grant amounts will be based on the lowest-cost quote that offers best value for money.

**VAT payments:**

If you are VAT registered, we will pay exclusive of VAT.

If not, VAT registered, payments are inclusive of VAT.

***The following will not be considered for funding:****membership fees, beauty treatments, teambuilding events, taxi, transport costs or other costs not associated with this grant and deemed ineligible by Mid Ulster LMP*

**Important Dates:**

* Programme Opens Call One: 1 September 2025
* Application Deadline: 4pm, Friday 12 September 2025
* Letters of Offer Issued: Week commencing 22 September 2025
* Training & Claims Deadline: 31 March 2026

*\* Do not start training or incur costs until you receive your Letter of Offer – expenses before approval will not be eligible.*

Should any funding remain after call one, a second call will be made in October 2025.

**How to Apply**

Application forms will be made available from 1 September 2025.

To register interest or ask a question, contact us at:

Email: [lmp@midulstercouncil.org](mailto:lmp@midulstercouncil.org)

Let’s work together to build a stronger, more skilled workforce in Mid Ulster.