

Now is the time...
to take action

Arwain
Cymru
Allan o'r
Dirwasgiad

Leading
Wales
Out of
Recession



Llywodraeth Cynulliad Cymru
Welsh Assembly Government

ProAct

Funding to upskill during the downturn

What is it?

ProAct is a financial support package designed to help viable businesses cope with the downturn and use quiet periods to upskill staff to prepare them for when the upturn comes.

It provides additional training for employees who are on short time working. It also helps businesses retain skilled staff who may otherwise be made redundant.

ProAct is only available to businesses who have introduced short time working and face the threat of redundancies.

It is initially available for 12 months to March 2010.

What financial support can my business expect?

ProAct is flexible, but broadly offers:

- up to £2,000 per individual towards training costs
- a wage subsidy of upto £2,000 (at a rate of £50 a day) per individual whilst this training is being undertaken
- free one-to-one expert advice to help create a **ProAct** Training plan.

Where do I start?

Contact our **Skills•People•Success** team on **0845 60 661 60** for further information.

Who's eligible for ProAct?

ProAct is available to private sector businesses that:

- were inherently viable prior to the economic downturn (information will be required to support this as part of the application process)
- have introduced – or plan to introduce short time working at a minimum level of 20% (one day a week)
- have made or are considering redundancies and introduced short time working as a way of avoiding redundancies – (such that **ProAct** funding is also used to avoid redundancies)
- have not received significant European Funding over the past three years (please ask for advice if in doubt).

How does it work?

- You put together a Business Case explaining your situation and why **ProAct** help is needed. It will be considered by a **ProAct** Panel. If successful an advisor will be assigned to help you prepare your **ProAct** Training Plan.
- The plan will include details of the individuals and the training they will be undertaking.
- Your completed Training Plan and Employee Spreadsheet must be submitted for approval to the **ProAct** Team. Then, when your **ProAct** application, is approved the training can proceed.
- Training costs will be paid directly to the training provider by the **ProAct** Team. The wage subsidy will be paid direct to you in arrears in four equal instalments in weeks 4, 16, 36, and 52 providing the **ProAct** training is being delivered to plan.

What type of training should be provided?

ProAct is available to help businesses prepare for the economic upturn by increasing the skill levels and providing a more flexible and multiskilled workforce. Training should be strongly focussed on achieving the outcomes you described in your business case. Additionally the majority of the training should be accredited, involving either a part or full qualification.

Your Sector Skills Council will be able to provide advice on the most appropriate courses and qualifications – further details can be found at www.ukces.org.uk

The wage subsidy can also be used to safeguard the employment of your existing apprentices to ensure they achieve their full qualifications – to find out more contact **0845 60 661 60**.

