

FUNDING FOR LEARNERS

Are you eligible for funding?

Funding for learners



Reed Learning can help you obtain up to £1,000 funding from the government towards leadership and management training through the Leadership and Management Advisory Service if you meet the following criteria:

1. Your organisation employs 2-249 full time or equivalent staff
2. You are a key director/senior manager
3. Your organisation has not accessed any L&M grant since 1st April 2011
4. Your organisation is based in one of the 33 London boroughs

If you meet ALL of the criteria above, we may be able to help you with funding.



**FOR MORE INFORMATION VISIT
REEDLEARNING.CO.UK/FUNDING**

How does it work & how much will you get?

If you meet the eligibility criteria, you can receive a grant for up to £1000 towards the cost of your training. This grant is claimed through a refund, so you must pay for the training and claim the money back once you have started the course/training.

The grant will match £ for £ business outlay excluding VAT, so if the course you want costs £1000 + VAT, your organisation will pay £500 and the grant will pay £500. The organisation is responsible for paying all VAT charges.

The grant must be used by the key director in the business (if this is a senior manager, the manager must operate at strategic level).

What can you book?

As long as you meet the eligibility criteria, you can choose any training which fulfils the criteria, see right for some examples.

How to book

Please ensure that you have met all the eligibility criteria.

Choose the training you would like to attend from any of the courses at reedlearning.co.uk/funding, then download the enquiry form and follow the instructions.

Example 1:

Training cost: £1,500 – the grant will pay £750, your organisation will pay £750

Total from grant: £750

Total from business: £750

Example 2:

Training cost: £2,495 – the grant will pay £1000, your organisation will pay £1,495

Total from grant: £1000

via refund

Total from organisation: £1,495

Example 3:

Training cost: £499 the grant will pay £249.50, your organisation will pay £249.50

Total from grant: £249.50

via refund

Total from organisation: £249.50

VAT on the cost of the course must be paid by the organisation, but VAT registered organisations can claim this back via tax returns.

The course/coaching must be booked, started (not necessarily finished), paid for in full, and refund claimed within three calendar months of commencement.

Leadership & management training from Reed Learning

AWARD-WINNING COURSES FOR SENIOR MANAGERS

Reed Learning is one of the UK's leading providers of business training. In 2010 we trained over 5,000 managers in skills from chairing meetings to project management to leading innovation.

Courses for managers include one, two and three-day short courses, accredited qualifications and a week long leadership challenge in the Austrian Alps.

We can also run any of our courses in-house, tailor existing programmes or design something brand new. Our high standards of service and training delivery make people choose us time and time again.

For a full directory of courses please visit www.reedlearning.co.uk and click 'send me a directory.'

COURSES RUN NATIONWIDE



Our range of over 200 courses offer an unrivalled choice for key directors looking to take advantage of the £1,000 Leadership & Management Grant. Here are just a few of our most popular programmes for senior managers.

Management qualifications from the Chartered Management Institute (CMI)

Level 5 Certificates and Awards accredited by the CMI in Management and Coaching & Mentoring

Alpine Leadership Challenge, 5 days, £3,495 + VAT

Discover your leadership potential in the awesome surroundings of the Austrian Alps

Finance for directors, 2 days, £999 + VAT

Assess the true financial health of your organisation and use this information to drive business success

Advanced professional presentation skills, 2 days, £995 + VAT

Build rapport and polish your presentation style for maximum impact

Strategic commercial awareness, 2 days, £949 + VAT

Make sense of your company's financial position and use strategic thinking tools to plot the way forward for the business

Liberating leadership (residential), 2 days, £1045 + VAT (incl. full board accommodation)

Become a leader and an inspiration, rather than just a manager

Advanced negotiation skills for senior managers, 2 days, £949 + VAT

Keep a clear head in the planning, delivery and closing of any negotiation

Managing a Sales Team, 2 days, £899 + VAT

Facilitate sales through motivating individuals and creating synergy

Management Excellence, 2 days, £949 + VAT

Techniques to help you move beyond team management and become a leader

Essentials of Management (residential), 3 days, £1,399 + VAT (incl. full board and accommodation)

Escape the distractions of the work environment and learn how to maximise your effectiveness as a manager

Conflict Resolution, 1 day, £499 + VAT

Gain a positive approach to managing, resolving and, where appropriate, preventing conflict

Remote Management Skills 2 days, £949 + VAT

Learn how to address the challenging aspects of managing your team from a distance and improve morale and productivity

Networking Masterclass 1 day, £479 + VAT

Discover the principles behind networking and how you can develop effective skills in practice

DON'T JUST TAKE OUR WORD FOR IT...

Reed Learning courses provide a high quality learning experience and deliver tangible improvements, and all these people agree:

"I find myself taking on fewer tasks that should be handled by other staff than I used to. I also find that I am no longer hesitant to "say it the way it is" rather than skirting around matters. The main benefit is the confidence I have in myself, which seems to be mirrored in the way the staff interact with me. I have requested that the supervisors of my three departments attend the course. Extremely worthwhile... does what it says on the tin."

Saul Dunning, Manager, Hanjin Shipping Company Limited, People & Team Management

"As a result of better financial management, I have identified potential substantial savings to the budget. I've improved efficiency, got a better appreciation of the importance of accurate forecasting and monthly outturns. Reed Learning is nothing short of excellent."

All staff who have attended your courses are much the wiser - carry on the good work. Attendance has proved to be vital to improving my performance as a manager of a large team. You cannot underestimate how good financial grounding adds value and helps you meets business need."

Dee Jukes, SOAT Leader, Natural Environment Research Council, Successful Budgeting

"I've actually used the skills! I have presented at a number of different seminars in front of many different sized audiences. It's improved things for everyone - part of the business development team I manage depends on my presentation skills. Useful, relevant and interesting."

Catherine Christopher, Corporate Project Manager, PointonYork SIPP Solutions, Professional Presentation Skills

WE WORK WITH THE FOLLOWING INSTITUTIONS TO OFFER ACCREDITED, INDUSTRY-RECOGNISED LEARNING:



Royal Holloway University of London



Chartered Management Institute



Institute of Sales and Marketing Management



Institute of Professional Administrators



Chartered Institute of Environmental Health



Microsoft



Reed Learning's Google Marketing Academy



CIMA recognise many of our courses for CPD



PRINCE2® courses are delivered by an accredited trainer



Managing Successful Programmes courses are delivered by an accredited trainer



European Coaching Institute



Institute of Occupational Safety and Health



ITIL courses are delivered by an accredited trainer



ACCA recognises all of our courses for CPD

Visit www.reedlearning.co.uk for details of all our short courses and qualifications.

HOW TO APPLY



Apply online at www.reedlearning.co.uk/funding – just click 'Enquire now' and fill in the form.

When your form has been received, an independent adviser (not a salesperson!) will contact you to confirm your eligibility, identify your development needs and draw up a Personal Development Plan (PDP).

They will then suggest the most relevant training and providers for you. You will choose the provider you are happy with.

You book and pay, then invoice the LMAS for half the cost (up to £1000).