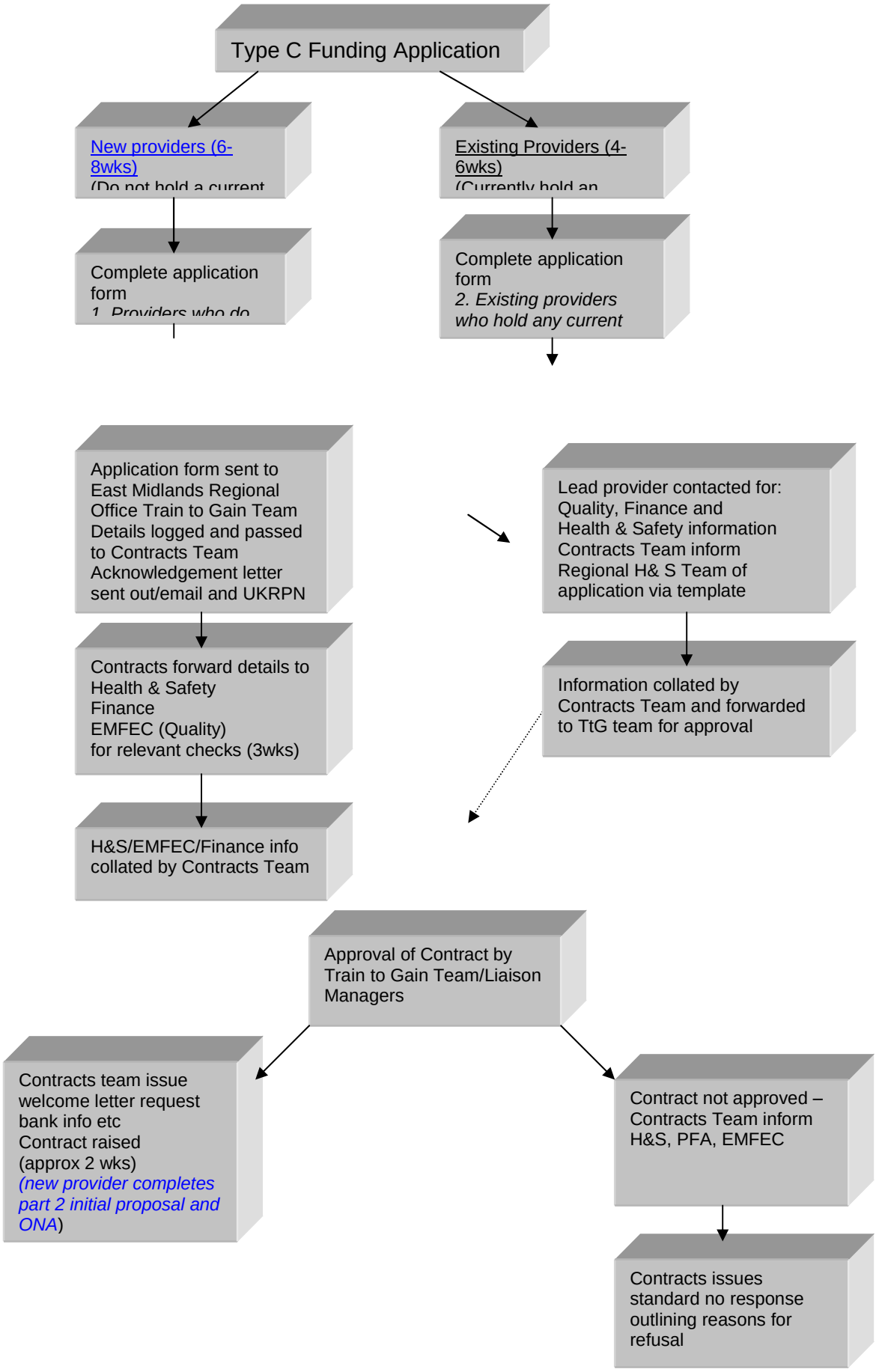
Type C Funding Application
New providers (6-8wks)
(Do not hold a current
Existing Providers (4-6wks)
(Currently hold an
Complete application form
1. Providers who do
Complete application form
2. Existing providers who hold any current
Application form sent to East Midlands Regional Office Train to Gain Team Details logged and passed to Contracts Team Acknowledgement letter sent out/email and UKRPN
Lead provider contacted for: Quality, Finance and Health & Safety information Contracts Team inform Regional H& S Team of application via template
Contracts forward details to Health & Safety Finance EMFEC (Quality) for relevant checks (3wks)
Information collated by Contracts Team and forwarded to TtG team for approval
H&S/EMFEC/Finance info collated by Contracts Team
Approval of Contract by Train to Gain Team/Liaison Managers
Contracts team issue welcome letter request bank info etc Contract raised (approx 2 wks) (new provider completes part 2 initial proposal and ONA)
Contract not approved – Contracts Team inform H&S, PFA, EMFEC
Contracts issues standard no response outlining reasons for refusal