



Skills

Skills Development Scheme

Scotland Rural Development Programme

What is the main aim of this scheme?

The Skills Development Scheme will provide funding support for eligible organisations to set up group training initiatives (workshops, training programmes and other group events) to improve business and land management skills.

Initiatives must either fill a gap in existing provision or offer a new and effective way of meeting a training need. It can be a one-off event, a series of events or a longer skills development programme lasting not more than 3 years. It can be locally based or have a regional or national coverage.

Who can apply?

- Organisations, other than commercial training providers, can apply.
- Your organisation must already be involved in promoting or supporting the development of land or business management skills (e.g. an Enterprise Company, environmental charity, levy body or other sector body).
- The participants must be farmers, foresters, crofters or other land managers, their employees or immediate family member, over 16 years of age.

When and how do I apply?

- You may submit your proposal at any time of the year.
- The application form (SDS 2) and guidance (SDS 1) booklet can be obtained from the Scottish Government website:
www.scotland.gov.uk/srdp

Do any restrictions apply?

Yes.

- Initiatives must involve at least 10 eligible participants.
- Participants' costs will not be supported.

Where can I go for assistance or guidance?

This is a Scottish Government-run scheme. Further guidance and advice can be obtained from the Scottish Government. (Contact details at end of this leaflet.)

What will happen to the application once I have submitted it?

The Scottish Government will consider applications on value for money grounds, available funding and the level of industry buy in. The Scottish Government has the right to call for additional information or clarification prior to making a decision to fund a project. Funding will be the minimum necessary to allow the project to proceed, up to a maximum of 75% of total eligible costs (and subject to an overriding maximum of 100% public sector contribution).





What information do I need to supply with the application?

You will need to submit a detailed project proposal paper along with your application form. It should include:

- A description of the project;
- Justification for the project, including how it meets SRDP priorities;
- Project objectives, timescales, milestones and targets;
- Economic, social and/or environmental impact of project;
- Costs of project, broken down by item;
- Project funding proposals, including details of funding sources (private sector funding, other public sector funding or participants contributions);
- Project management and delivery proposals (including details and qualifications of trainers and other personnel involved);
- Project evaluation and monitoring proposals;
- Details of participants or details of target audience and how participants will be attracted/selected;
- How the results of the project will be disseminated;
- The level of funding support being sought from the Scheme;
- Explanation of why funding is needed and what difference it will make to the project.



SKILLS

What will grant assistance be based on?

Grant assistance will be based on actual costs, as follows:

- Development costs;
- Fees of external speakers, training providers and facilitators;
- Travel and subsistence costs for external speakers, training providers and facilitators;
- Event catering and venue costs;
- Project management costs up to 10% of total project costs;
- Essential course/seminar materials;
- Publicity; and
- Other external costs necessary to delivery.

The decision to provide funding, or not, will normally be made within 6 weeks of receipt of the application and grants will be paid on actual expenditure and claims submitted as outlined in the approval letter.

Once the organisation is participating in the scheme, what general conditions will apply?

They will have to adhere to the terms and conditions detailed in the scheme booklet and the Scottish Government offer letter.

Where can I find more details about the Skills Development Scheme?

- Guidance will be available on the Scottish Government website www.scotland.gov.uk/srdp
- Scottish Government contact details:

Rural Business Development Branch
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The European Agricultural Fund
for Rural Development:
Europe investing in rural areas