

The Leadership & Management Advisory Service

Delivered by



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**Skills
Funding
Agency**

Briefing Note

Summary

The Leadership and Management Advisory Service will provide up to £1000 to a business or social enterprise meeting certain eligibility criteria. Funding must be matched on a pound for pound basis and must be used to support the Leadership and Management skills of the MD or a senior manager. The Service is funded by the Skills Funding Agency and delivered by EMB Ltd across the East of England, the West Midlands and the East Midlands.

How to refer clients

You should note that EMB cannot accept direct referrals from Training Suppliers / Providers for this programme. However Training Suppliers/Providers may forward the application form to any organisations that meet the eligibility criteria and may be interested in applying for support directly.

The application form can be found on our website www.embltd.co.uk/lmas

Our contact details are as follows:

Telephone: **0845 894 8969** Email: lmas@embltd.co.uk Fax: **0116 240 5225**

Address: 5 Merus Court, Meridian Business Park, Leicester, LE19 1RJ

Eligibility

- Organisations in scope for the service are either private sector businesses or social enterprises which employ fewer than 250 full time equivalent employees and have at least one employee in addition to the eligible beneficiary.
- Beneficiaries must be the owner/MD/CEO of a business or social enterprise if it employs less than 10 people.
- If the business or social enterprise employs 10 or more people, a beneficiary who reports directly to the owner/MD/CEO can be considered.
- Eligible organisations must also be able to demonstrate the potential for high growth.

Funded Learning and Development must address one or more of the following:

- **Further developing an effective personal style** - eg. developing communication and presentation skills, developing a vision and mission, inspirational leadership.
- **Creating an effective business culture** - eg. managing difficult people and conflict resolution, building a senior team, encouraging team working, managing change.
- **Planning and developing the business and teams within it** - eg. developing structures, roles and responsibilities, performance management.
- **Building high performance across the business** - eg. motivation skills, coaching skills, developing people within a performance framework, strategic planning.

Funding

Up to £1000 in grant funding is available to help pay for the learning and development. This excludes VAT and must be fully matched by the beneficiary organisation on a pound for pound basis.

So if an organisation is eligible and the approved learning and development costs £1000 excluding VAT, the organisation can claim back £500. If the learning costs £2500 excluding VAT, the organisation can claim back £1000.

Previous beneficiaries of Leadership and Management funding prior to 2011/12 may be eligible for further support but must meet the eligibility criteria.