

## Guidelines – Retraining Grants

### What are Retraining Grants?

The definition of Retraining is 'teach (someone) new skills to enable them to do a different job'. Retraining grants are offered to support dancers retiring from performance to enable them to earn a living in their choice of new career path. Grants are normally within the range of **£1,000** up to **£3,000**.

NOTE: If you have received a welfare or an injury grant from us, you are still eligible to apply for a retraining grant. If this is the case, please provide details of any support you have received in the past.

The next deadline for applications is the **12 June 2023**.

### Who can Apply?

You are welcome to apply for a Retraining grant if you are a professional dancer who wishes to retrain in an area outside of professional performance work and meet the qualifying years for applying (professional employment during a minimum of three years). Normally applicants will still be dancing at the time of making the application, or they will have recently stopped performing. Exceptions to this will include those who have stopped performing to raise a family and now wish to retrain.

### What you can apply for

- Accredited courses, normally in the UK, unless there is no comparable course here (evidence required). Can be for any career choice, so long as there is evidence to support your decision.
- Maintenance costs to cover rent/mortgage, travel costs, childcare outside of government provision.
- Grants will be provided for courses within a one-year timeframe. If the course is longer than a year, you can reapply if you have received confirmation of continuing on the course. Please bear in mind priority will be given to first-time applicants so funding is not guaranteed.
- We do not support the cost of further dance training or retraining into another art form, such as the fees for an acting course.

### The Application Process

To help us get a clear picture of you, we ask for details of your financial situation prior to retraining on the application form. We will also need details of income and expenditure when you are on the course; you can tell us this when you complete your retraining budget. While retraining the amount you earn may be measurably less. If you think it would be helpful, you can tell us more about the amount of income you will be losing when retraining, and the impact it will have on you financially.

### Essential documentation:

- ✓ A completed application form via our online portal
- ✓ A recent and comprehensive CV of your professional dance career, including specific dates of each contract/employment, i.e. dd/mm/yy. CV must be in PDF or Word format.
- ✓ A bank statement (in a PDF, JPEG or Word format) that clearly shows the last full month of transactions, your name, address, account number and sort code.
- ✓ The name of the course and duration Place of study and detailed information on the course (include copies of info downloaded from website or course prospectus). If you have not already been accepted onto the course, we will require evidence of your application to the relevant training provider.

Please read this checklist of requirements about submitting your application form:

The questions on the **application form** are designed to guide you so you know exactly what is required when completing it. You can also save the form and return to it if you wish. Here are the main things we will be asking for:

- Details of your earnings and living costs prior to retraining (this will normally be different from the details of your income and costs during retraining).
- Any children and details of the caring arrangement – e.g. do they live with you part-time, full-time?
- If you are a carer for someone, full details of the caring arrangement.
- Details of your retraining plans and evidence to support your decision. This will include why you have chosen this particular course of study, and anything you have done so far in preparation (careers advice etc.) please complete this in the section provided on the application form.  
A retraining budget. Your budget should include all income you will receive during retraining and the necessary costs involved with undertaking the chosen training programme – please complete this in the section provided on the application form.
- Details of **all** funding you have received or are receiving from any charity such as other benevolent funds within the last twelve months.
- **Applicants with disabilities:** The Disability Discrimination Act defines a disability as a physical or mental impairment which has a substantial and long-term adverse effect on the ability to carry out normal day-to-day activities. Costs that are incurred, such as study aids, should be included in the application.

Applications that are incompletely filled out, and/or applications without the essential supporting documentation requested, may be rejected. We will try and let you know the reason why your application failed. The safest way to make sure your request is considered is to make sure that we have all the information we need at the time of applying.

We work with the **Dancers Career Development (DCD)** to provide cross-over financial support for dancers. DCD offers a range of retraining career support services and advice prior to embarking on your new career path. Within any application, course fees will normally be prioritised by both charities.