



# Employee Retention Grant Scheme

KEEPING PEOPLE IN WORK

- **Your company has spent time, effort and money in recruiting, training and developing your staff.**
- **You value them and realise that it makes economic sense to maintain their loyalty and retain their valuable expertise and knowledge of how your company operates.**
- **You are aware of the time and cost of recruiting replacement staff and training them to achieve full productivity.**

However, if an employee acquires an illness, condition or impairment, you don't want to feel that you have lost their valuable contribution to your company – nor do you need to.

The Employee Retention Grant Scheme aims to encourage you, as the employer, to retain employees who acquire an illness, condition or impairment which impacts on their ability to carry out their job and, in that context, to explore their continuing capacity to operate as productive members of your workforce.

It will assist in maintaining the employability of the employee when he/she acquires an

illness, condition or impairment (occupational or otherwise) by providing funding to:

- Identify accommodation and/or training to enable him/her to remain in his/her current position, or
- re-train him/her so that s/he can take up another position within the company.

### How does it work?

This Scheme consists of two stages:

- **Stage I** facilitates employers by enabling them to 'buy-in' external specialist skills and knowledge needed to develop an individualised 'Retention Strategy' for the employee who acquires a disability,
- **Stage II** provides funding to the employer towards the implementation of the written Retention Strategy, including re-training, job coaching and/or hiring of an external co-ordinator to oversee and manage its implementation.

### Who is Eligible?

- The scheme is open to all companies in the private sector.
- Funding is available to support the retention of any existing employee, at all levels and occupations within the company, who acquires an illness, condition or impairment

(occupational or otherwise) which impacts on their current ability to do the job.

### **What funds are available?**

#### **Stage I: Development of the Retention Strategy**

Funding of 90% of eligible programme costs is available to companies up to a maximum of €2,500 towards the development of a Retention Strategy for any one employee.

#### **Stage II: Implementation of the Retention Strategy**

Funding of 90% of eligible programme costs is available to companies up to a maximum of €12,500 towards the implementation of a Retention Strategy for any one employee. Funding for the specialist personnel is limited to a set number of hours and, application may not be made without the support of an individualised Retention Strategy

*(Refer to Stage I).*

### **How do I apply?**

If you require further information or would like to apply for this grant, please contact your local FÁS Services to Business Office for a copy of the General Conditions governing the Employee Retention Grant Scheme.

## Services to Business

### Dublin

#### **Services To Business Manager**

FÁS Training Centre  
Baldoyle Industrial  
Estate, Dublin 13  
T: 01 8167400  
F: 01 8167440

#### **Services To Business Manager**

FÁS Training Centre  
Wyattville Road  
Loughlinstown  
Co. Dublin  
T: 01 2043600  
F: 01 2043702

#### **Services To Business Manager**

FÁS Training Centre  
Ballyfermot Hill  
Dublin 10  
T: 01 6055900  
F: 01 6055802

### South-East

#### **Services To Business Manager**

FÁS Training Centre  
Industrial Estate  
Cork Rd, Waterford  
T: 051 301504  
F: 051 301513  
Counties Wicklow,  
Waterford, Wexford,  
Kilkenny, Carlow &  
Tipperary South

### South-West

#### **Services To Business Manager**

FÁS Training Centre  
Rossa Avenue  
Bishopstown, Cork  
T: 021 4856200  
F: 021 4346349  
Counties Cork & Kerry

*(Continued overleaf)*

## Services to Business

### Mid-West

#### **Services To Business Manager**

FÁS Training Centre  
Raheen Industrial  
Estate Limerick  
T: 061 487900  
F: 061 229447  
Counties Limerick,  
Clare & Tipperary North

### North-West

#### **Services To Business Manager**

FÁS Training Centre  
Ballytivnan, Sligo  
T: 071 59595  
F: 071 71377  
Counties Sligo, Leitrim  
& Donegal

### West

#### **Services To Business Manager**

FÁS Training Centre  
Mervue Industrial  
Estate  
Galway  
T: 091 706200  
F: 091 753590  
Counties Roscommon,  
Galway & Mayo

### North-East

#### **Services To Business Manager**

FÁS Training Centre  
Industrial Estate  
Coe's Road, Dundalk  
Co. Louth  
T: 042 9355745  
F: 042 9336038  
Counties Cavan, Louth,  
Meath & Monaghan

## **Midlands**

### **Services To Business Manager**

FÁS Training Centre

Garrycastle, Athlone

Co. Westmeath

T: 0902 74481

F: 0902 75480

Counties Offaly, Laois,  
Westmeath, Longford &  
Kildare

