

TRAIN AND PLACE PROGRAM

APPLICATION PROCESS FLOW



CGMP User ID Creation

- Training Provider is required to register via **CREST Grant Management Platform** (CGMP) <https://grant.crest.my> with the required supporting documents.
- Approval of user ID creation is within 3 working days after CREST verifies eligibility of the training provider for this grant and the given supporting documents.
- The user ID creation will be rejected if there are any missing supporting documents or the training provider is not considered eligible for the grant.
- Please refer to the User Manual for CGMP via this landing page. for CGMP User ID Creation.

Submission

- Training Provider is required to complete the online Application Form and submit via CGMP with the required supporting documents.
- An Application ID will be given via the platform
- Training Provider must provide the Application ID for all correspondence or communication to CREST.



Review

- CREST will review the application documents within 5 working days. Incomplete application documents will not be processed.
- If there is any enquiry on the application document, an e-mail will be sent to the training provider/company.
- The review process will take more than 5 working days if there is any enquiry.

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Approval

- The approval process will take approximately 30 working days.
- If there is any enquiry on the application information, CREST will send the enquiry via CGMP/via email.
- The approval process will take more than 30 working days if there is any enquiry.
- CREST reserves the right to contact the Training Provider for a presentation on the proposal as part of the approval process.
- Any special approval required by the Oversight Committee (OC) will be based on the monthly meeting schedule of the OC. This process is only applicable for applications that are recommended by Technical Panel (TP).

Award

- CREST will update the approval/reject status after the review process via CGMP.
- For successful applications, CREST will upload the Letter of Award (LoA) via CGMP.
- Training Provider is required to email to traininggrant@crest.my the signed LoA with the required supporting documents (ABAC Form and Participant Namelist) within 2 weeks in order to complete the award process.
- Training must commence within 2 months of LoA date and complete before 7th December 2024. Otherwise, the LoA is considered void.



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