MAYOR OF LONDON

Jobs and Skills for Londoners 2023-24

Completing the R10 Year End Funding Claim on GLA-OPS

Below are instructions on when and how to complete your R10 Year End Funding Claim for 2023 to 2024 on GLA-OPS.

When to submit your Funding Claim

You can start to complete your Funding Claim from Wednesday, 12 June 2024.

You must complete the R10 Form and submit to the GLA (using the Request Approval button) by 17:00 on Tuesday, 18 June 2024.

Information required on your Year End Funding Claim

Your R10 Funding Claim must be completed using your R10 return values as a basis for 'delivery to date' figures. The claim should relate to GLA Jobs and Skills for Londoners funded provision only. If you hold both a JSfL funding agreement and an AEB Grant agreement with the GLA you will need to complete separate Funding Claims on GLA-OPS.

Your delivery to date figures for Programme Funding, Learning Support and Learner Support will be populated automatically based on your R10 ILR return, and any values recorded in the Earnings Adjustment Statement (EAS). You must complete all fields.
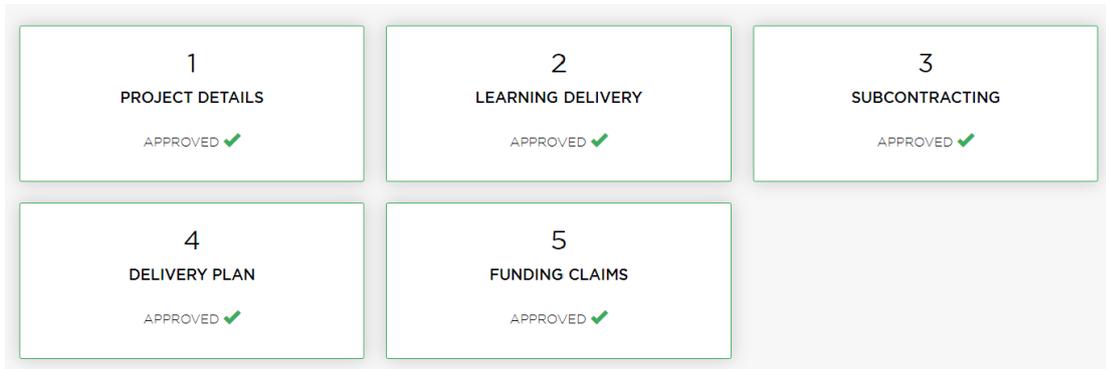
Approval process

If we identify any errors in your submission, we may return the form to you and ask you to make the required edits. Once we have approved your Claim, you must not make any further edits to the R10 form in the Funding Claim block. By approving your Funding Claim, the GLA is confirming receipt of your information regarding delivery to date. We are not committing to fund any costs in excess of your allocation amount.

Disclaimer

By completing and submitting your claim through GLA-OPS, you are confirming that the information contained in the form is complete, accurate and in line with published GLA AEB Funding and Performance Management Rules for Grant Providers 2023-24. You are also confirming that supporting evidence is available regarding delivery to date.

How to complete your Funding Claim on GLA-OPS

The Funding Claim block will show on your Project Overview Screen.

1 PROJECT DETAILS APPROVED ✔	2 LEARNING DELIVERY APPROVED ✔	3 SUBCONTRACTING APPROVED ✔
4 DELIVERY PLAN APPROVED ✔	5 FUNDING CLAIMS APPROVED ✔	

If you click into the block, you can view the Funding Claim form:

| HOME | ORGANISATIONS ▾ | PROGRAMMES & PROJECTS ▾ | PAYMENTS ▾ | REPORTS | SETTINGS ▾ | ▲ |

▲ Funding Claims   DONE ✎

Funding Claim Period

Year End Claim (R10 June)   ▾

FUNDING CLAIM CATEGORY	DELIVERY TO DATE £	FORECAST DELIVERY £	TOTAL DELIVERY £
▼ Programme Funding	0.00	0.00	0.00
Of which, Main AEB - Programme Funding	0.00	0.00	0.00
Of which, National FCFJ - Programme Funding	0.00	0.00	0.00
Of which, Regional FCFJ - Programme Funding	0.00	0.00	0.00
Good Work Job Outcomes	0.00	0.00	0.00
▼ Learning Support	0.00	0.00	0.00
Of which, Main AEB - Learning Support	0.00	0.00	0.00
Of which, National FCFJ - Learning Support	0.00	0.00	0.00
Of which, Regional FCFJ - Learning Support	0.00	0.00	0.00
▼ Learner Support - 19+ Hardship	0.00	0.00	0.00
Of which, Main AEB - Learner Support 19+ Hardship	0.00	0.00	0.00
Of which, National FCFJ - Learner Support 19+ Hardship	0.00	0.00	0.00
Of which, Regional FCFJ - Learner Support 19+ Hardship	0.00	0.00	0.00
▼ Learner Support - 20+ Childcare	0.00	0.00	0.00
Of which, Main AEB - Learner Support 20+ Childcare	0.00	0.00	0.00
Of which, National FCFJ - Learner Support 20+ Childcare	0.00	0.00	0.00
Of which, Regional FCFJ - Learner Support 20+ Childcare	0.00	0.00	0.00
▼ Learner Support - Residential Access Fund	0.00	0.00	0.00
Of which, Main AEB - Learner Support Residential Access Fund	0.00	0.00	0.00
Of which, National FCFJ - Learner Support Residential Access Fund	0.00	0.00	0.00
Of which, Regional FCFJ - Learner Support Residential Access Fund	0.00	0.00	0.00
▼ Learner Support IT Devices and Connectivity Costs	0.00	0.00	0.00
Of which, Main AEB - Learner Support IT Devices and Connectivity Costs	0.00	0.00	0.00
Of which, National FCFJ - Learner Support IT Devices and Connectivity Costs	0.00	0.00	0.00
Of which, Regional FCFJ - Learner Support IT Devices and Connectivity Costs	0.00	0.00	0.00

Data for 'Programme Funding', 'Good Work Job Outcomes', 'Learning Support' and 'Learner Support' will populate automatically based on your R10 ILR return. Please note, these fields will show £0.00 until the R10 data is pushed into GLA-OPS. This will be done by Tuesday, 11 June 2024.

Note: the 'Of which' amounts you submit for subcategories of 'Programme Funding', 'Learning Support' and 'Learner Support' must tally up to the total amount for each associated category; otherwise, the block status will remain incomplete, and the following error message will show at the bottom of the Funding Claim Block table. 'The sum of 'of which' sub-category splits must sum to the total for the category'.

The sum of "of which" sub-category splits must sum to the total for the category

E.G. **Programme Funding**: the total category amount will be populated automatically based on your R10 ILR return. The 'Of which' subcategory amounts you submit must add up to match the total category amount:
- o Of which, Main AEB - Programme Funding
- o Of which, National FCFJ - Programme Funding
- o Of which, Regional FCFJ - Programme Funding

To update the Funding Claims Block

- Click EDIT in the top right-hand corner.
- Under the Funding Claim Period choose the 'Year End Claim (R10 Feb)' on the Funding Claim Period drop-down; and
- Complete all fields in the R10 Funding Claim form.
- Click DONE to save any changes. You can then come back and review the form later if necessary.

Please complete all fields in the form (Delivery to Date and Forecast Delivery).

Delivery to Date, £ and Forecast Delivery, £ field overview

Programme Funding (for the Delivery to Date field the amount will be populated based on the R10 ILR return and must tally up to the sum of subcategories listed below; the Forecast Delivery amount will be populated based on a calculated sum of subcategory values entered by you).
- Of which, Main AEB – Programme Funding
- Of which, National FCFJ – Programme Funding
- Of which, Regional FCFJ – Programme Funding

Good Work Job Outcomes (for the Delivery to Date field the amount will be populated based on the R10 ILR return; the Forecast Delivery amount will be manually entered by you).

Learning Support (for the Delivery to Date field the amount will be populated based on the R10 ILR return and must tally up to the sum of subcategories listed below; the Forecast Delivery amount will be populated based on a calculated sum of subcategory values entered by you).
- Of which, Main AEB - Learning Support
- Of which, National FCFJ - Learning Support
- Of which, Regional FCFJ - Learning Support

Learner Support - 19+ Hardship (for the Delivery to Date field the amount will be populated based on the R10 ILR return and must tally up to the sum of subcategories listed below; the Forecast Delivery amount will be populated based on a calculated sum of subcategory values entered by you).
- Of which, Main AEB - Learner Support 19+ Hardship
- Of which, National FCFJ - Learner Support 19+ Hardship
- Of which, Regional FCFJ - Learner Support 19+ Hardship

Learner Support - 20+ Childcare (for the Delivery to Date field the amount will be populated based on the R10 ILR return and must tally up to the sum of subcategories listed below; the Forecast Delivery amount will be populated based on a calculated sum of subcategory values entered by you).
- Of which, Main AEB - Learner Support 20+ Childcare
- Of which, National FCFJ - Learner Support 20+ Childcare
- Of which, Regional FCFJ - Learner Support 20+ Childcare

Learner Support - Residential Access Fund (for the Delivery to Date field the amount will be populated based on the R10 ILR return and must tally up to the sum of subcategories listed below; the Forecast Delivery amount will be populated based on a calculated sum of subcategory values entered by you).
- Of which, Main AEB - Learner Support Residential Access Fund
- Of which, National FCFJ - Learner Support Residential Access Fund
- Of which, Regional FCFJ - Learner Support Residential Access Fund

Learner Support IT Devices and Connectivity Costs (for the Delivery to Date field the amount will be populated based on the R10 ILR return and must tally up to the sum of subcategories listed below; the Forecast Delivery amount will be populated based on a calculated sum of subcategory values entered by you).
- Of which, Main AEB - Learner Support IT Devices and Connectivity Costs
- Of which, National FCFJ - Learner Support IT Devices and Connectivity Costs
- Of which, Regional FCFJ - Learner Support IT Devices and Connectivity Costs

Learner Support - Administration Expenditure (for the Delivery to Date field the amount will be populated based on the R10 ILR return and must tally up to the sum of subcategories listed below; the Forecast Delivery amount will be populated based on a calculated sum of subcategory values entered by you).
- Of which, Main AEB - Learner Support Administration Expenditure
- Of which, National FCFJ - Learner Support Administration Expenditure
- Of which, Regional FCFJ - Learner Support Administration Expenditure

AEB Programme Funding Exceptional Adjustment (manual entry field; positive/negative)

National FCFJ Programme Funding Exceptional Adjustment (manual entry field; positive/negative)

Regional FCFJ Programme Funding Exceptional Adjustment (manual entry field; positive/negative)

Good Work Job Outcomes Exceptional Adjustment (manual entry field; positive/negative)

AEB Learning Support Exceptional Adjustment (manual entry field; positive/negative)

National FCFJ Learning Support Exceptional Adjustment (manual entry field; positive/negative)

Regional FCFJ Learning Support Exceptional Adjustment (manual entry field; positive/negative)

AEB Learner Support Exceptional Adjustment (manual entry field; positive/negative)

National FCFJ Learner Support Exceptional Adjustment (manual entry field; positive/negative)

Regional FCFJ Learner Support Exceptional Adjustment (manual entry field; positive/negative)

Click DONE to save any changes. You can then come back and review the form later.

Once you are satisfied that the form is complete and accurate, you need to go to the Project Overview page and submit your Funding Claim by clicking the green 'Request Approval' button.

1 PROJECT DETAILS APPROVED ✔	2 LEARNING DELIVERY APPROVED ✔	3 SUBCONTRACTING APPROVED ✔
4 DELIVERY PLAN APPROVED ✔	**NEW** 5 FUNDING CLAIMS UNAPPROVED ⚠	

Project History ▼

Comments

Add an explanatory comment

REQUEST APPROVAL

Please note the following:

- You must complete only the R10 Funding Claim for year 2023-24.
- Do not update or complete any fields in the R06 or R14 Funding Claims.