

**MAYOR OF LONDON**

# **GLA Adult Education Budget 2019-23**

Funding Rates and Formula for All Providers

For the 2020 to 2021 funding year (1 August 2020 to 31 July 2021)

This document sets out details of the funding system used to fund activity paid for from the Adult Education Budget

Version 2.1



**European Union**  
European  
Social Fund

## COPYRIGHT

### Greater London Authority

March 2021

Published by

Greater London Authority

City Hall

The Queen's Walk

More London

London SE1 2AA

**www.london.gov.uk**

enquiries 020 7983 4000

minicom 020 7983 4458

Copies of this report are available

from [www.london.gov.uk](http://www.london.gov.uk)

**Contains public sector information licensed under the Open Government Licence v3.0**

---

Issue date	March 2021
Amendments made from previous version (2019/20 academic year)	Refer to Annex 2 of this document
Approved by	The Mayor under cover of MD2764 <sup>1</sup>
Review date	July 2021
Senior owner	Michelle Cuomo Boorer, Assistant Director, Skills and Employment
Document owner	Lubomira Anastassova-Chirmiciu, Skills Funding Policy Manager, Skills and Employment

---

---

<sup>1</sup> MD2764 – Adult Education Budget Funding Rules – February 2021

## CONTENTS

<b>Introduction and Purpose of the Document</b>	<b>4</b>
<b>Understanding our Terminology</b>	<b>5</b>
<b>The Data Used to Calculate Funding</b>	<b>5</b>
<b>The Funding System Features</b>	<b>6</b>
<b>Funding Formula</b>	<b>6</b>
<b>Principle</b>	<b>6</b>
<b>Disadvantage uplift</b>	<b>6</b>
<b>Area cost uplift</b>	<b>7</b>
<b>Financial contributions</b>	<b>8</b>
<b>Funding Rates</b>	<b>10</b>
<b>Principles</b>	<b>10</b>
<b>How the ESFA sets national funding rates for the AEB</b>	<b>10</b>
<b>Programme weightings</b>	<b>11</b>
<b>The Single Activity Matrix</b>	<b>12</b>
<b>Covid-19 Skills Recovery Package</b>	<b>14</b>
<b>Earnings Method</b>	<b>16</b>
<b>Principles</b>	<b>16</b>
<b>Qualifying period for funding</b>	<b>16</b>
<b>Recording late data in the ILR</b>	<b>Error!</b>
Bookmark not defined.	
<b>Distribution of funding over time</b>	<b>16</b>
<b>Annual funding cap for AEB</b>	<b>18</b>
<b>Support Funding</b>	<b>19</b>
<b>Learning Support</b>	<b>19</b>
<b>Learner Support</b>	<b>19</b>
<b>Prince’s Trust Team Programme</b>	<b>20</b>
<b>Procured Adult Education Budget Provision</b>	<b>21</b>
<b>Annex 1: Programme weightings by Sector Subject Area</b>	<b>22</b>
<b>Annex 2: Summary of main changes against Version 1 GLA AEB 2020-21, Funding Rates and Formula for All Providers</b>	<b>25</b>

## Introduction and Purpose of the Document

1. This document sets out the principles and features of the Greater London Authority's (GLA) funding system for the Adult Education Budget (AEB) in the 2020 to 2021 funding year (1 August 2020 to 31 July 2021). These principles and features are primarily in line with those set nationally by the Education and Skills Funding Agency (ESFA). As such, this document may be amended from time to time, for example, to bring it in line with the national ESFA Funding Rates and Formula should these be changed.
2. In 2020 to 2021, the GLA's AEB programme will only pay an amount different to the ESFA's national programme under the following circumstances:
  - we will fully fund some British Sign Language learning aims, which the ESFA may in some circumstances co-fund;
  - we will fully fund some in work learners that the ESFA would co-fund;
  - we will increase funding for English and maths legal entitlement qualifications at Levels 1 and 2; and
  - we will fully fund teaching and learning support staff to deliver improved specialist provision for learners with SEND within the adult/further education sector.
  - we will fully fund some Level 3 qualifications through the London Recovery Flexibility in addition to the statutory entitlement and the National Skills Fund Level 3 Adult Offer.

These circumstances are laid out in more detail in the GLA's Adult Education Budget Funding and Performance Management Rules documents ('The Rules').

3. This document describes how the 'formula-funded' earnings for the Adult Education Budget and Learning Support for that delivery are calculated. 'Formula-funded' activity is defined as that recorded under Funding Model 35 ('Adult skills') unless specifically noted. GLA-funded provision must be recorded under Source of Funding (SOF) 116.
4. This document does not include or describe:

- information relating to non-devolved AEB learner funding managed by the ESFA
  - information relating to AEB learner funding devolved to the other Mayoral Combined Authorities
  - the ‘non-formula-funded’ activity within the AEB which is reconciled through the funding claims process. For more information on who has to submit a funding claim(s), refer to The Rules documents
  - learners funded through an Advanced learner loan. For more information on these please refer to the national *Advanced learner loans funding and performance management rules*
5. To understand how the funding system works, read this document together with:
- GLA *Adult Education Budget Funding and Performance Management Rules* documents
  - ESFA [Individualised Learner Record Specification \(ILR\) for 2020 to 2021](#)
  - ESFA [Provider Support Manual for 2020 to 2021](#)
  - Any additional [technical guidance](#) for providers issued by the GLA

## Understanding our Terminology

6. The term ‘we’ refers to the Greater London Authority (GLA). When we refer to ‘you’ or ‘providers’, this includes colleges, Higher Education Institutions, training organisations, local authorities and employers that receive funding from us to deliver education and training.

## The Data Used to Calculate Funding

7. You give us information about learners and their learning using the national ILR (recorded under SOF 116), the Earnings Adjustment Statement (EAS) and any other GLA data collections relevant to your type of provision. Our funding system uses this information to work out the funding you have earned for delivering this learning.
8. Please refer to the [2020 to 2021 Individualised Learner Record Specification \(ILR\)](#) and the [2020 to 2021 Provider Support Manual](#) for further details on recording devolved delivery.

## The Funding System Features

9. Our funding system has the following four features, which this document sets out in more detail:
- The **funding formula**, including uplifts to the funding rates to account for the extra costs that you may experience when delivering learning to some types of learners and in some locations.
  - The **funding rates** for learning aims.
  - The **earnings method**, linked to delivery and achievement.
  - **Support funding** where extra help is needed for learners to achieve.

### Funding Formula

#### Principle

10. The funding formula is:

$$\text{Funding} = \text{rate} \times \text{disadvantage uplift} \times \text{area cost uplift}$$

11. The funding formula is adjusted to allow for differences in the relative cost of delivery. These differences relate to factors other than the size, sector or subject of the learning aim. Where appropriate, funding is adjusted for 'disadvantage uplift' or 'area cost uplift', or both.
12. The basis for funding is the rate for the learning aim. We refer to rates as 'unweighted' before we apply programme weightings or any increase for disadvantaged learners or area cost. After we apply the programme weighting, we refer to the rate as 'weighted'. After we apply the uplifts, we refer to the 'aim value'.
13. In some cases, we expect learners and employers to share responsibility for investing in eligible provision. We expect them to part-fund the cost of learning, known as 'co-funding'. For more information on co-funding, refer to the 'Provision and individuals we fund' section of the version of The Rules that relates to your provision.

#### Disadvantage uplift

14. The disadvantage uplift provides extra funding to support the most disadvantaged learners, recognising that they are sometimes more costly to recruit and retain. This principle is applied consistently across AEB 'formula-funded' provision.

15. To calculate the disadvantage uplift we use the [Index of Multiple Deprivation \(IMD\) 2015](#) for new starts from 1 August 2020.
16. This results in a funding increase for learners living in the most deprived areas of London. Uplift is based on the learner's postcode (based upon the 'Postcode prior to enrolment' ILR field). If required the uplift factor is between 1.084 and 1.336, otherwise the factor is defaulted to 1. The disadvantage uplift factors are available at [Uplift Factors and Postcode Files](#).
17. The disadvantage uplift factor at the start of the learning aim will apply throughout the duration of the learning aim.
18. The disadvantage uplift factors are the same in 2020 to 2021 compared to 2019 to 2020.

### Area cost uplift

19. The area cost uplift reflects the higher cost of delivering training provision in London.
20. Uplift is based on the 'Delivery location postcode' recorded in the ILR. As the delivery location of distance and e-learning provision is not set, the area uplift factor is defaulted to 1 for these delivery methods. The area cost uplift factors for London are:

London A 1.20	London B 1.12
Camden	Barking and Dagenham
City of London	Bexley
Greenwich	Havering
Islington	Redbridge
Kensington and Chelsea	Barnet
Lambeth	Enfield
Southwark	Waltham Forest
Westminster	Bromley
Wandsworth	Croydon

Hackney	Kingston upon Thames
Tower Hamlets	Merton
Lewisham	Richmond upon Thames
Newham	Sutton
Haringey	Brent
Hammersmith and Fulham	Ealing
	Harrow
	Hounslow
	Hillingdon

21. The area cost uplift factors are available [at Uplift Factors and Postcode Files](#).

22. The area cost uplift factor at the start of the learning aim will apply throughout the duration of the learning aim. The area cost factors in the table above are the same in 2020 to 2021 compared to 2019 to 2020.

### Financial contributions

23. If a learner meets the criteria for full funding (refer to the 'Provision and individuals we fund' section of the version of The Rules that relates to your provision for more information), they can claim the fully funded rate shown in the Single Activity Matrix detailed in paragraph 42. For co-funded learners, we expect the learner or employer to contribute so we reduce the funding by 50% of the un-weighted rate of the learning aim.

24. We reduce the funding using the un-weighted base rate because a learner should not contribute more for the same size of the learning aim just because that learning aim is more costly to deliver. This means that the government will contribute more towards learning aims with higher operational and delivery costs, such as engineering.



### **Recognition of prior learning**

25. If you record data in the 'Funding adjustment for prior learning' field on the ILR, we change the funding formula to reflect this. However, this does not change Learning Support funding.
26. If the learning aim does not use the restart indicator, we reduce the achievement funding as well as the monthly instalments. This is because we assume the learner has earned some achievement within the prior learning.
27. If the learning aim uses the restart indicator, we reduce the monthly instalments, but the achievement funding stays at 20% of the full funding rate.

### **Fully funded GLA initiatives**

28. Where the GLA fully funds learning delivery that would otherwise be co-funded or unfunded by the ESFA, you must record DAM code 023 in the ILR, with the Full or Co-funding indicator field coded 1.
29. As noted in the Introduction and Purpose of the Document in paragraph 2, in 2020/21 the GLA will in only four circumstances fully fund learning aims differently than the ESFA's national programme.

## Funding Rates

### Principles

30. The list of regulated qualifications eligible for public funding are on the [Find a learning aim](#) service on GOV.UK. The ESFA update this regularly. For information about what is eligible for public funding, refer to [Qualifications: eligible for public funding](#). The GLA will continue to work with the ESFA to update this national list with any new qualifications developed to support AEB provision in London.
31. We fund each learning aim, whether it represents a qualification or other learning activity, at the rate that applies when the learner starts that learning aim. This principle will remain the same for a new start in the funding year 2020 to 2021 and for learners who continue on into later years. This rate will apply for the full duration of the learning aim and does not change between funding years.
32. The amount you earn recognises the relative costs of delivering provision in different sectors and subjects, and national rates are set by the ESFA using the following criteria:
  - guided learning hours (GLH) where the qualification is part of the Regulated Qualifications Framework (RQF).
  - planned activity in hours – for non-regulated activity.
  - certain qualification types (refer to paragraph 43 for more information).
  - programme weightings that recognise the relative costs of delivering training in different sectors and subjects.

### How the ESFA sets national funding rates for the AEB

33. All rates shown on The Hub are fully funded rates for learners aged 19 and above for qualifications and non-regulated activity. These rates are adjusted through the funding formula according to national ESFA policy (for example, if the government contributes only part of the full rate).
34. All learners funded through the 16 to 19 funding model that turned 19 in their second or subsequent funding year of a single programme of study continue to be funded through the 16-19 funding model.
35. National rates do not change depending on how you deliver the learning (for example, by delivering it online compared to in the classroom).

36. Where a learning aim had a rate set in the previous funding year, this rate remains unchanged for 2020 to 2021. Qualifications newly approved for funding are set using guided learning hours (GLH). For non-regulated activity, planned hours are used to set the rates. For more information on planned hours, refer to The Rules documents.
37. The ESFA group GLH or planned hours into funding bands to generate a funding rate. The rates are recorded in a Single Activity Matrix (SAM), with the rows representing the funding band and the columns representing the programme weighting.
38. Non-regulated activity is recorded using generic learning aims called 'class codes'. For more information, refer to the [Learning aim class codes](#) document.

### **Programme weightings**

39. Programme weightings recognise the relative costs of delivering training in different sectors and subjects, and are included in the published rates.
40. The ESFA set programme weightings by referring to the Sector Subject Area (SSA). For all regulated qualifications and components of qualifications, awarding organisations decide the SSA. The [Register of Regulated Qualifications](#) and the [Quality Assurance Agency](#) websites record the SSAs. The ESFA set the SSA where there are multiple SSAs for components of qualifications, along with a limited number of exceptions listed in [Annex 1](#).
41. Agriculture courses that need specialist resources (decided each year with support from Lantra) attract an extra uplift in the AEB when delivered by providers with specialist resources.

## The Single Activity Matrix

42. The SAM for the funding year 2020 to 2021 is set out in Table 1.

**Table 1: The Single Activity Matrix for 2020 to 2021**

Funding Band Hours	Activity Type	Programme Weighting (PW)				
		A-Base	B-Low	C-Med	D-High	E or G* (Specialist)
Up to 2	Very small provision (1)	£14	£16	£18	£22	£24
3 to 4	Very small provision (2)	£21	£24	£27	£34	£36
5 to 6	Very small provision (3)	£35	£39	£46	£56	£60
7 to 12	Small provision (1)	£50	£56	£65	£80	£86
13 to 20	Small provision (2)	£100	£112	£130	£160	£172
21 to 44	Small provision (3)	£150	£168	£195	£240	£258
45 to 68	Medium provision (1)	£300	£336	£390	£480	£516
69 to 92	Medium provision (2)	£450	£504	£585	£720	£774
93 to 100	Medium provision (3)	£600	£672	£780	£960	£1,032
101 to 196	Large provision (1)	£724	£811	£941	£1,159	£1,246
197 to 292	Large provision (2)	£1,265	£1,417	£1,645	£2,025	£2,176
293 to 388	Large provision (3)	£1,987	£2,225	£2,583	£3,179	£3,417
389 to 580	Very large provision (1)	£2,573	£2,882	£3,345	£4,117	£4,425
581 to 1060	Very large provision (2)	£4,170	£4,670	£5,421	£6,671	£7,172
1061 or more	Very large provision (3)	£6,602	£7,395	£8,583	£10,564	£11,356

\*Some specialist provision receives an uplift if delivered by certain providers (see paragraph 41)

43. Certain qualifications in Table 2 have their funding band set as a matter of policy:

**Table 2: The exceptions to the Single Activity Matrix for 2020 to 2021**

Qualification Type	Programme Weighting (PW)				
	A-Base	B-Low	C-Med	D-High	E or G*
GCE AS-level	£724	£811	£941	£1,159	-
GCE A-level	£1,987	£2,225	£2,583	£3,179	-
GCSE	£724	£811	£941	£1,159	-
GCSE short course	£300	£336	£390	£480	-
Functional skills in English or maths	£724	-	£941	-	-
Functional skills in IT	-	£336	-	-	-
Access to Higher Education	£3,022	£3,384	£3,928	£4,835	£5,197

44. If you deliver English and maths GCSEs to adults aged 19 and over, you will receive a higher rate of £811. You cannot fund English and maths for apprentices through the AEB. The full list of fundable English and maths qualifications is available via the ESFA [List of Qualifications approved for funding](#) on GOV.UK, or on the [Find a learning aim](#) service.
45. For all providers, we will provide an additional funding uplift for fully funded Level 1 and Level 2 English and maths learning aims under the legal entitlement. The value of this uplift will be £77 for each funded enrolment. This is a flat rate increase for all eligible enrolments that will be flagged in the ILR, with the funding uplift claimed via the earnings adjustment statement.
46. We will fully fund some Level 3 qualifications in addition to the statutory entitlement for 19-23 year olds through the London Recovery Flexibilities. Further information on eligible qualifications and learner eligibility is provided in the Funding Rules and the Technical Guidance Note. Delivery through the London Recovery Level 3 flexibility must be coded DAM 035 in the ILR.
47. As an additional London Recovery Flexibility, GLA grant-funded providers may use up to 10% of their AEB formula funded allocation to deliver non-formula funded provision. Further information is provided in the Technical Guidance Note.
48. All Delivery Area Monitoring (DAM) codes and mechanisms for implementing the GLA flexibilities and policy changes for 2020/21 will be published in the separate Technical Guidance Note.

49. If you offer English for Speakers of Other Languages (ESOL) qualifications, you may need to deliver additional learning to individual learners that incurs additional costs above the qualification rate. Where additional hours are required, you can record these on the ILR using the 'Additional delivery hours' field, as detailed in the [ILR specification](#) and the [Provider Support Manual](#).
50. For example, the key steps for claiming top-up for an ESOL qualification that is planned to be delivered in 60 hours are:
- Identify the original funding band of the ESOL qualification. For example, if the qualification is funded at £150, this equates to the '21 to 44' hours funding band in the SAM.
  - Calculate the additional hours. This is the 60 planned hours minus the maximum GLH value of the ESOL qualification's funding band from the SAM. In this example, the maximum GLH from the '21 to 44' hours band is 44, therefore the additional hours you need to record in the ILR are 60 minus 44 = 16.
  - The funding calculation automatically assigns the additional hours recorded on the ILR to the SAM to allocate a funding band, which then generates a top-up rate. The 16 additional hours equates to the '13 to 20' hours funding band. The '13 to 20' hours funding band generates £100 for the top up (all ESOL aims have programme weighting A).
  - The overall rate is then the original rate (£150) plus the top up amount (£100) which is £250.
51. A new digital entitlement for adults with low or no digital skills has been introduced from August 2020, supported by a suite of Essential Digital Skills qualifications (EDSQs) being developed at entry level and level 1. The ESFA will approve these new EDSQs as they are added to Ofqual's Register of Regulated Qualifications and meet approval principles.

## COVID-19 Skills Recovery Package

52. In September, the Mayor approved a series of measures to support Londoners as part of the COVID-19 Skills Recovery Package. This includes three strands of delivery, comprising high value courses to 19-year olds, sector-based work academy programmes and London Recovery Programmes, which are discussed in further detail in the GLA AEB Grant Funding and Performance Management and GLA AEB Funding and Performance Management Rules for Procured Providers.

53. For learning aim starts from 1 September 2020 to 31 July 2021 which you record as eligible for the [High value courses one-year offer for 19-year-olds](#), we will increase the weighted and unweighted rates by £400. We will increase the £400 value by the area cost uplift and/or disadvantage uplift if applicable to that learning aim. You can find the [eligible learning aims](#) on GOV.uk or on the [Find a learning aim](#) service with the Learning aim category code 43 or 44 (COVID-19 skills offer).
54. Any job outcomes achieved for learning under this offer will be funded to the full amount of the achievement element, rather than half the achievement element.
55. You should use the following ILR Monitoring codes to record delivery under the COVID-19 Skills Recovery Package:

COVID-19 Skills Recovery Package - AEB London Recovery strands	ILR Delivery Monitoring code type	ILR Delivery Monitoring code
High Value Courses – one year offer for 19-year olds	LDM	376
Sector Based Work Academies – pre-employment training	LDM	375
London Recovery programmes	DAM	040

## National Skills Fund Level 3 Adult Offer

56. For starts from 1 April 2021, we are offering additional funding for adults on their first level 3 course as defined in the GLA AEB Grant Funding Rules and AEB Procured Funding Rules.
57. Within the AEB this applies to learners who were aged 19 or older on 31 August 2020.
58. We will fund this learning like we fund other AEB delivery, with the following exceptions:
- Learners eligible for this offer can be fully funded; the ESFA have changed the validation rules to allow for this, for learners who are not already eligible for full-funding

- We will increase the rate by £600 for eligible aims in category code 45 National Skills Fund Level 3 Adult Offer rate 1
- We will increase the rate by £150 for eligible aims in category code 46 National Skills Fund Level 3 Adult Offer rate 2

59. Learners aged 19 to 23 taking their first level 3 course utilising the level 3 adult offer will be funded through your procured or non-procured GLA adult education budget funding lines.

60. You should use the Learning Delivery Monitoring (LDM) code 378 (Level 3 Adult Offer) in the ILR to indicate your learning aims that are eligible within this offer.

## Earnings Method

### Principles

61. The following principles apply to our approach to your earnings:

- funding is distributed over the duration of the learner's course, from starting the programme to achieving the expected outcome.
- funding is directly linked to the learner completing their course and them achieving either learning aims, further learning or gaining employment.
- you earn funding for what you deliver, when you deliver it

### Qualifying period for funding

62. If a learner is in learning for at least the qualifying period, we count them as a 'funding start'. We calculate this from the ILR 'Learning Start Date':

Length of the Learning Aim	Qualifying Period
168 Days	42 Days
14 to 167 Days	14 Days
Fewer than 14 Days	1 Day

### Distribution of funding over time

63. We base your earnings on monthly instalments plus an achievement element.



64. We hold back 20% of the weighted rate for each learning aim, which we will only generate when the learner achieves their learning aim. You will earn all achievement elements on the learning actual end date recorded on the ILR.
65. We calculate the monthly instalments once we have removed the achievement element (20%). We spread out these instalments over the number of planned months for the learning aim, with a double payment in the first month. The instalment calculation uses the formula 'n+1', where 'n' is the number of planned months. The formula recognises the upfront costs associated with enrolling a learner on a learning aim.
66. You earn the instalments if the learner is in learning on each census date (the last calendar day of every month). The planned number of months is calculated from the 'Learning start date' and the 'Learning planned end date' in the [ILR](#).
67. If the learner leaves early, the monthly instalments stop. However, for eligible learners we will pay you a job outcome payment, which is half of the achievement element, with the exception of learning aims eligible for the High value courses offer for 19-year olds, where the job outcome payment will be the full value of the achievement element. If the learner then goes on to achieve the learning aim, you will earn the outstanding monthly instalments and the rest of the achievement element. For more information on job outcomes, refer to the version of The Rules relevant to your provision.
68. Figure 1 is an example of the earnings methodology for a learner starting a course in September and achieving in June. It shows how you earn funding for a course with a total cost of £1,000 over the nine-month period: nine monthly on-programme payments (OPP) of £80, plus a double monthly OPP (that is, n+1) of £160 in the first month and an achievement payment of £200 upon completion.

**Figure 1: Example of the earnings methodology**

	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
	<b>9 Month Learning Aim</b>											
Payment Instalments		OPP	OPP	OPP	OPP	OPP	OPP	OPP	OPP	OPP	OPP	Achievement Payment
		OPP										
Payment Example		£160	£80	£80	£80	£80	£80	£80	£80	£80	£200	

69. Payments to AEB grant funded providers are made on the standard national profile. AEB Procured providers will be paid on actuals on a monthly/quarterly basis. Please refer to the version of The Rules that relates to your provision for more detail.

### **Annual funding cap for AEB**

70. An annual funding cap applies to each learner you have for each year across all AEB-funded provision.
71. The annual funding cap is £4,400 for each learner each year, before we apply any weightings or government contributions. If your planned training provision is above this cap, we will reduce your earnings in line with this.

### **Recording late data in the ILR**

72. If a learner is continuing learning at the final R14 data collection at the end of the year, but you record in a subsequent ILR year that they should have left in the previous ILR year, you will have earned funding that you need to pay back.
73. For example, at R14 in the 2020 to 2021 ILR you record a learner as starting on 10 July 2021 and continuing at R14. In the 2021 to 2021 ILR you record them as leaving on 16 July 2021. In this scenario, they will have earned a monthly on-programme payment in July 2021 from the 2020 to 2021 ILR that will need to be paid back. You can pay this funding back through the earnings adjustment statement by recording a negative figure in the 'Authorised claims' adjustment type. You do not need GLA permission to use this adjustment type to pay back funding, you only need permission to use this adjustment type to claim funding. For more information on claiming this through the earnings adjustment statement, refer to EAS guidance.
74. For more information on recording late data in the ILR and the impact of incomplete information, please refer to section 3 of the [Provider Support Manual](#).

## Support Funding

### Learning Support

75. Learning Support is available to meet the cost of putting into place a reasonable adjustment, as set out in the Equality Act 2010, for learners who have an identified learning difficulty or disability, to achieve their learning goal.
76. You can access this funding through the AEB and you record this against a learner's learning aim in the ILR.
77. If you are claiming Learning Support for a learner who is studying an apprenticeship learning aim and a non-apprenticeship learning aim in the same month, funding will be attributed to the appropriate apprenticeships budget (16 to 18 or 19 and over), not your GLA-funded AEB budget. Refer to the ESFA's Provider Support Manual for details on how to code the ILR to make a claim.
78. If you record Learning Support against a learner's learning aim in the ILR, you will earn a fixed monthly rate of £150. We expect the total you earn from the monthly rate to be enough to cover your costs. If the cost of providing support to a learner exceeds the total earned from the fixed monthly rate, you can claim this excess through the EAS.
79. If you plan to deliver the learning aim in less than one calendar month, you must claim the value of the Learning Support as if it were all excess, using the EAS.
80. If Learning Support is more than £19,000, you can claim Exceptional Learning Support using the GLA AEB Exceptional Learning Support Cost Form, you do not claim this through the EAS. For more information, refer to the version of The Rules that relates to your provision.

### Learner Support

81. Learner Support is available to provide financial support for learners with a specific financial hardship preventing them from taking part or continuing in learning.
82. Learner Support is not formula-funded. If you are a GLA AEB provider you must complete a mid-year funding forecast and a final funding claim. For further information, please see the GLA *Funding Claims Guidance*, when published.

## Prince's Trust Team Programme

83. The Prince's Trust Team Programme is for 16- to 25-year-olds. It is a 12-week course designed to improve confidence, motivation and skills. Each team aims to recruit a mix of 16- to 25-year-olds of different abilities and backgrounds, including employees sponsored by their employers. We fund the teams but providers in partnership with the Prince's Trust manage them locally.
84. The Prince's Trust Team Programme will continue to be funded at the same levels as in the funding year 2019 to 2020. You will earn the matrix rates for the award or certificate in 'Employment, Teamwork and Community Skills'. The qualifications you can use are in Table 3. You must also record the learners on the ILR using the Learning Delivery Monitoring (LDM) code 331.

**Table 3: Qualifications for the Prince's Trust Team Programme 2020 to 2021**

Qualification Title	Learning Aim Reference
Certificate in Employment, Teamwork and Community Skills	60023995
Certificate in Employment, Teamwork and Community Skills (Entry 3)	60027629
Award in Employment, Teamwork and Community Skills	60032121
Award in Employment, Teamwork and Community Skills	60032868
Award in Employment, Teamwork and Community Skills (Entry 3)	60033344
Certificate in Employment, Teamwork and Community Skills	60027307

85. You can claim additional funding from the qualification rate up to the value of the programme rate, where applicable, using the 'Prince's Trust' section on the EAS.
86. Table 4 shows the matrix funding rates and the maximum programme rate where appropriate.

**Table 4: Rates for the Prince's Trust Team Programme 2020 to 2021**

	Award		Certificate	
	Fully Funded	Co-Funded	Fully-Funded	Co-Funded
<b>Matrix Funding Rate for Aim</b>	<b>£450</b>	<b>£225</b>	<b>£1265</b>	<b>£633</b>
<b>Matrix Programme Cost for</b>				
...Unemployed Learners	£2,670	£1,335	£2,670	£1335
...Employed Learners	£572	£286	£572	£286
<b>Maximum additional funding for</b>				
...Unemployed Learners	£2,220	£1,110	£1,405	£702
...Employed Learners	£122	£61	N/A	N/A

## Procured Adult Education Budget Provision

87. You must use Devolved Area Monitoring (DAM) code 002 to identify all learning aims delivered on GLA AEB Procured contracts for services. This code will distinguish between procured AEB delivery and grant-funded AEB delivery, to identify the agreement under which payments will be made.

## AEB grant-funded providers paid on actual levels of delivery

88. AEB grant-funded providers that are paid based on actual levels of delivery must use DAM code 022 to identify all learning aims delivered under their agreements. DAM code 022 will distinguish grant-funded AEB delivery paid on actuals from grant-funded AEB delivery paid on profile and AEB Procured delivery. These agreements will be referred to as non-standard contract types for the purposes of ILR reporting.

## Annex 1: Programme weightings by Sector Subject Area

ESFA-set national programme weightings by SSA, excluding some exceptions:

SSA	SSA Tier 2 Description	Likely Programme Weighting
<b>1</b>	<b>Health, Public Services and Care</b>	
1.1	Medicine and dentistry	B – Low
1.2	Nursing and subjects and vocations allied to medicine	B – Low
1.3	Health and social care	B – Low
1.4	Public services	A – Base
1.5	Child development and wellbeing	B – Low
<b>2</b>	<b>Science and Mathematics</b>	
2.1	Science	B – Low
2.2	Mathematics and statistics	A – Base
<b>3</b>	<b>Agriculture, Horticulture and Animal Care</b>	
3.1	Agriculture	E – Specialist
3.2	Horticulture and forestry	E – Specialist
3.3	Animal care and veterinary science	E – Specialist
3.4	Environmental conservation	B – Low
<b>4</b>	<b>Engineering and Manufacturing Technologies</b>	
4.1	Engineering	C – Medium
4.2	Manufacturing technologies	C – Medium
4.3	Transportation operations and maintenance	C – Medium
<b>5</b>	<b>Construction, Planning and the Built Environment</b>	
5.1	Architecture	C – Medium
5.2	Building and construction	C – Medium
5.3	Urban, rural and regional planning	C – Medium
<b>6</b>	<b>Information and Communication Technology</b>	
6.1	ICT practitioners	B – Low (up to Level 1) C – Medium (Level 2 and over)
6.2	ICT for users	A – Base (up to Level 1) B – Low (Level 2 and over)
<b>7</b>	<b>Retail and Commercial Enterprise</b>	
7.1	Retailing and wholesaling	A – Base

7.2	Warehousing and distribution	A – Base
7.3	Service enterprises	B – Low
7.4	Hospitality and catering	C – Medium
<b>8</b>	<b>Leisure, Travel and Tourism</b>	
8.1	Sport, leisure and recreation	B – Low
8.2	Travel and tourism	A – Base
<b>9</b>	<b>Arts, Media and Publishing</b>	
9.1	Performing arts	B – Low
9.2	Crafts, creative arts and design	C – Medium
9.3	Media and communication	B – Low
9.4	Publishing and information services	A – Base
<b>10</b>	<b>History, Philosophy and Theology</b>	
10.1	History	A – Base
10.2	Archaeology and archaeological sciences	B – Low
10.3	Philosophy	A – Base
10.4	Theology and religious studies	A – Base
<b>11</b>	<b>Social Sciences</b>	
11.1	Geography	B – Low
11.2	Sociology and social policy	A – Base
11.3	Politics	A – Base
11.4	Economics	A – Base
11.5	Anthropology	A – Base
<b>12</b>	<b>Languages, Literature and Culture</b>	
12.1	Languages, literature and culture of the British Isles	A – Base
12.2	Other languages, literature and culture	A – Base
12.3	Linguistics	A – Base
<b>13</b>	<b>Education and Training</b>	
13.1	Teaching and lecturing	B – Low
13.2	Direct learning support	B – Low
<b>14</b>	<b>Preparation for life and work</b>	
14.1	Foundations for learning and life	A – Base
14.2	Preparation for work	A – Base
<b>15</b>	<b>Business, Administration and Law</b>	
15.1	Accounting and finance	A – Base
15.2	Administration	A – Base
15.3	Business management	A – Base
15.4	Marketing and sales	A – Base
15.5	Law and legal services	A – Base

Exceptions to this table are:

- Waste management and recycling in SSA 1.4 is weighted at 'B – Low'
- Agriculture needing specialist resources in SSA 3.1, 3.2 or 3.3 is weighted at 'G'

- Specialist’, with an extra uplift for certain specialist providers (paragraph 41)
- Hair and beauty in SSA 7.3 is weighted at ‘C – Medium’
- Music technology in SSA 9.1 is weighted at ‘D – High’
- Music practitioners in SSA 9.1 is weighted at ‘E – Specialist’
- Entry level Functional skills in maths is weighted at ‘C – Medium’
- Functional skills in ICT is weighted at ‘B – Low’



## Annex 2: Summary of main changes against Version 2 GLA AEB 2020-21, Funding Rates and Formula for All Providers

### Summary of main changes against Version 2 of the GLA Adult Education Budget 2019-23, Funding Rates and Formula for All Providers for the 2020-21 funding year

1. We have highlighted the main changes from Version 2 of the GLA Adult Education Budget 2019-23, Funding Rates and Formula for All providers for the 2020-21 funding year in the table below.
2. Please note that this is not an exhaustive list of all changes. You must refer to the main document for the definitive rules, which apply to all providers of education and training who receive funding from the GLA.
3. If you have a specific query on the funding rules, please speak to your provider manager.

#### Paragraph 28-29- New Paragraph 'Fully Funded GLA Initiatives' (March 2021) in place of previous paragraph called 'Other Funding Adjustments' in July 2020 version

28. Where the GLA fully funds learning delivery that would otherwise be co-funded or unfunded by the ESFA, you must record DAM code 023 in the ILR, with the Full or Co-funding indicator field coded 1.
29. As noted in the Introduction and Purpose of the Document in paragraph 2, in 2020/21 the GLA will in only four circumstances fully fund learning aims differently than the ESFA's national programme.

#### Paragraphs 44-48- amendment to text (March 2021)

Original text- paragraph 46-50 (July 2020)	Amended Text- 44-48 (March 2021)
46. If you deliver English and maths GCSEs to adults aged 19 and over, you will receive a higher rate of £811.	44. If you deliver English and maths GCSEs to adults aged 19 and over, you will receive a

<p>You cannot fund English and maths for apprentices through the AEB. The full list of fundable English and maths qualifications is available in English and maths legal entitlement list, or on The Hub.</p> <p>47. For all providers, we will provide an additional funding uplift for fully funded Level 1 and Level 2 English and maths learning aims under the legal entitlement. The value of this uplift will be £77 for each funded enrolment. This is a flat rate increase for all eligible enrolments that will be flagged in the ILR.</p> <p>48. We will fully fund some Level 3 qualifications in addition to the statutory entitlement through the London Recovery Flexibility for the 2020/21 academic year only. Further information on eligible qualifications and learner eligibility is provided in the Rules and Technical Guidance Note. Enrolments must be flagged in the ILR.</p> <p>49. All Delivery Area Monitoring (DAM) codes and mechanisms for implementing the GLA flexibilities and policy changes for 2020/21 will be published in a separate technical guidance note.</p> <p>50. GLA grant providers may use up to 10% of their AEB formula funded allocation for non-formula funded provision. Further information is provided in the Technical Guidance Note.</p>	<p>higher rate of £811. You cannot fund English and maths for apprentices through the AEB. <i>The full list of fundable English and maths qualifications is available via the ESFA List of Qualifications approved for funding on GOV.UK, or on the Find a learning aim service.</i></p> <p>45. For all providers, we will provide an additional funding uplift for fully funded Level 1 and Level 2 English and maths learning aims under the legal entitlement. The value of this uplift will be £77 for each funded enrolment. This is a flat rate increase for all eligible enrolments that will be flagged in the ILR, <i>with the funding uplift claimed via the earnings adjustment statement.</i></p> <p>46. We will fully fund some Level 3 qualifications in addition to the statutory entitlement for <i>19-23 year olds</i> through the London Recovery Flexibilities. Further information on eligible qualifications and learner eligibility is provided in the Funding Rules and the <i>Technical Guidance Note</i>. <i>Delivery through the London Recovery Level 3 flexibility must be coded DAM 035 in the ILR.</i></p> <p>47. <i>As an additional London Recovery Flexibility</i>, GLA grant-funded providers may use up to 10% of their AEB formula funded allocation to deliver non-formula funded provision. Further information is provided in the Technical Guidance Note.</p> <p>48. <i>All Delivery Area Monitoring (DAM) codes and mechanisms for implementing the GLA flexibilities and policy changes for 2020/21 will be published in the separate Technical Guidance Note.</i></p>
---	--

Paragraph 52-55 under 'COVID-19 Skills Recovery Package- Amendment to Text (March 2021)	
Original text- Paragraph 54-56 (July 2020)	Amended Text- 52-54 (March 2021)
<p>54. In September, the Mayor approved a series of measures to support Londoners as part of the Covid-19 Skills Recovery Package. This includes delivery of high value courses to 19-year olds, sector-based work academy programmes and London Recovery Programmes which are discussed in further detail in the GLA AEB Grant Funding and Performance Management and GLA AEB Funding and Performance Management Rules for Procured Providers.</p>	<p>52. In September, the Mayor approved a series of measures to support Londoners as part of the COVID-19 Skills Recovery Package. This <b>includes three strands</b> of delivery, comprising high value courses to 19-year olds, sector-based work academy programmes and London Recovery Programmes which are discussed in further detail in the GLA AEB Grant Funding and Performance Management and GLA AEB Funding and Performance Management Rules for Procured Providers</p>
<p>55. For starts from 1 September 2020 to 31 July 2021, we will increase the rate by £400 for eligible learning aims under the one-year offer to deliver high value courses to learners aged 19 as defined in the respective Rules documents.</p>	<p>53. <b>For learning aim starts from 1 September 2020 to 31 July 2021 which you record as eligible for the High value courses one-year offer for 19-year-olds, we will increase the weighted and unweighted rates by £400. We will increase the £400 value by the area cost uplift and/or disadvantage uplift if applicable to that learning aim. You can find the eligible learning aims on GOV.uk or on the Find a learning aim service with the Learning aim category code 43 or 44 (COVID-19 skills offer).</b></p>
<p>56. Any job outcomes achieved for learning under this offer will be funded to the full amount of the achievement element, rather than half the achievement element.</p>	<p>54. Any job outcomes achieved for learning under this offer will be funded to the full amount of the achievement element, rather than half the achievement element.</p>

**Paragraph 55- amendment to table under ‘COVID-19 Skills Recovery Package’**

55. You should use the following ILR Monitoring codes to record delivery under the COVID-19 Skills Recovery Package:

COVID-19 Skills Recovery Package - AEB London Recovery strands	ILR Delivery Monitoring code type	ILR Delivery Monitoring code
High Value Courses – one year offer for 19-year olds	LDM	376
Sector Based Work Academies – pre-employment training	LDM	375
London Recovery programmes	DAM	040

**Paragraph 56-60 - New paragraphs on ‘National Skills Fund’ (March 2021)**

56. For starts from 1 April 2021, we are offering additional funding for adults on their first level 3 course as defined in the GLA AEB Grant Funding Rules and AEB Procured Funding Rules.

57. Within the AEB this applies to learners who were aged 19 or older on 31 August 2020.

58. We will fund this learning like we fund other AEB delivery, with the following exceptions:

- Learners eligible for this offer can be fully funded; the ESFA have changed the validation rules to allow for this, for learners who are not already eligible for full-funding
- We will increase the rate by £600 for eligible aims in category code 45 National Skills Fund Level 3 Adult Offer rate 1
- We will increase the rate by £150 for eligible aims in category code 46 National Skills Fund Level 3 Adult Offer rate 2

59. Learners aged 19 to 23 taking their first level 3 course utilising the level 3 adult offer will be funded through your procured or non-procured GLA adult education budget funding lines.

60. You should use the Learning Delivery Monitoring (LDM) code 378 (Level 3 Adult Offer) in the ILR to indicate your learning aims that are eligible within this offer.

**Paragraph 88 - New paragraph AEB grant-funded providers paid on actual levels of delivery**

88. AEB grant-funded providers that are paid based on actual levels of delivery must use DAM code 022 to identify all learning aims delivered under their agreements. DAM code 022 will distinguish grant-funded AEB delivery paid on actuals from grant-funded AEB delivery paid on profile and AEB Procured delivery. These agreements will be referred to as non-standard contract types for the purposes of ILR reporting.

## **Other formats and languages**

For a large print, Braille, disc, sign language video or audio-tape version of this document, please contact us at the address below:

Greater London Authority  
City Hall  
The Queen's Walk  
More London  
London SE1 2AA

Telephone **020 7983 4000**  
**[www.london.gov.uk](http://www.london.gov.uk)**

You will need to supply your name, your postal address and state the format and title of the publication you require.

If you would like a summary of this document in your language, please phone the number or contact us at the address above.