

# MAYOR OF LONDON

## GLA update – AEB Procured Final Claims 2019/20 and funding information for 2020/21

### Introduction

This update sets out information and guidance about the final return of ILR data and the Final Funding Claim return for Adult Education Budget (AEB) Procured funded provision in 2019/20. It also provides an update on funding information for 2020/21.

### 2019/20 R14 ILR return and Final Claims timetable

In line with the national timetable for returns, the closure of the 2019 to 2020 Individual Learner Record (ILR) is 22 October 2020. This is the final return for ILR data for GLA funded provision in 2019/20.

In addition, the below table sets out the final return dates for ILR and Learner Support claim information.

Funding claim	Deadline to provide individualised learner records (ILR)	Final Funding Claim block for Learner Support available on GLA OPS	Deadline to claim Learner Support for 2019/20
Final claim	22 October 2020	Now	5 November 2020

### Making a Final Claim for Learner Support

Similarly to the Mid-Year and End-Year Claim process, the Final Claim allows you to claim Learner Support funding up to the ring-fenced value in your contract.

As set out in the Funding Rules, you must not claim more than 5% of your total Learner Support claim as administration expenditure.

You must make and submit your Final Funding Claim in the GLA Open Project System (OPS) by 5<sup>th</sup> November. The GLA will shortly issue detailed guidance about the completion of Final Funding Claims.



## Recording GLA funded AEB provision in the Final ILR return (R14) for 2019/20

The R14 ILR data return for 2019/20 is a hard close, after which no further corrections can be made to submitted data. Your final ILR and other returns should be an accurate record of all eligible provision for which you are claiming funding in 2019/20. The return will be used by the GLA to calculate the first year earnings under the 4-year contract for your organisation.

Please ensure that the 2019/20 data is correctly coded using the Devolved Area Monitoring and Learning Delivery Monitoring codes.

DAM 009	Devolved AEB British Sign Language Entitlement. Please use this code where provision relates to the BSL entitlement.
DAM 010	Devolved AEB London Living Wage (Low Wage Pilot). This code should be used to identify provision which is fully funded where learners earn below the London Living Wage (LLW)

DAM code 002 must be input for all delivery funded through an AEB Procured contract. Delivery that is not coded correctly will appear in ILR data with a *Funding Line Type* of Grant-funded and will not generate an AEB Procured payment in GLA OPS.

AEB Procured learners who are not eligible to participate on their contract as ESF-funded learners must be correctly recorded against the Flexible Allocation, using DAM code 004.

Where full funding for GLA initiatives is being claimed using the *Other Funding Adjustment factor* method, the factor must be calculated using the [GLA Other Funding Adjustment Tool](#). If *Occupancy Report* data shows that use of the factor is resulting in capping of funding for some learners, consideration should be given to re-coding delivery to use the alternative DAM 023 claim method described in the [GLA AEB Technical Guidance Note for 2019/20 Academic Year](#).

ILR data should additionally be cleansed using the [provider data self-assessment toolkit \(PDSAT\)](#) and [Funding Rules Monitoring](#) reports, to ensure that funding is only claimed for eligible delivery.

### 2019/20 R14 Supplementary Data Collection return

AEB Procured learners who are eligible as ESF-match funding learners and are not recorded as Flexible Allocation must all be recorded on the GLA AEB Supplementary Data return.

**Please submit your final 2019/20 R14 Supplementary Data to us via the [Skills Gateway](#) between 2-6 November 2020, with the final hard close deadline being 17:00 on 6 November.**

## Covid-19 Support Funding

In the circumstances that you claimed Support Funding payments in respect of the Covid-19 closure of provision, we will issue separate guidance about the reconciliation of this funding.

### Audit

Under the GLA funding arrangements, audit firms have been appointed to complete checks that funding claims are accurate. In addition, ESF auditors may select your contract for audit at any time up until 2033.

If your claim is selected for audit, we will inform you and you will need to share your ILR and EAS data with the auditors in advance.

If the auditor tells you that you must make an adjustment to your funding claim as a result of an audit, we will review this with you

### Reconciliation Statements for 2019/20

We will issue a final reconciliation statement that will include adjustments for any errors identified through the funding rules monitoring (FRM) reports, compliance sample checking and audit.

For more information on funding and monitoring reports and the FRM process, please refer to [Financial assurance: monitoring the funding rules for post-16 funding for 2019 to 2020](#). We will write to you confirming any recoveries we are making from the FRM process, or as a result of the outcome of sample checking or audits.

If you have to pay amounts back to us, we will schedule those repayments from December 2020 in discussion with you.

If you have an issue with your reconciliation value, you must tell us by 31 December 2020.

### Additional AEB funding information for 2020/21

The delivery of high value courses for 19-year olds, sector-based work academies and skills to support the London Recovery are encouraged by the Mayor of London. The arrangements for recording delivery under this allocation are set out as follows:

<b>ILR Delivery Monitoring code</b>	<b>Additional AEB allocation strands</b>
LDM 376	High Value Courses - Classroom based 18/19 Offer
LDM 375	Sector Based Work Academies Programme
DAM 040	London skills recovery - JCP or Work and Health Programme

Providers recording AEB delivery against the above three strands will be supported through existing processes for growth against contracts.

### **Learner support for IT devices**

AEB providers may use Learner Support Funds to provide financial support for learners with a specific financial hardship preventing them from taking part or continuing in learning. Flexibility is possible within the application of these rules to fund needs beyond childcare or travel, as described in section Hardship Funding of the [GLA AEB Procured Funding Rules 2019/23 v2](#). This may include support required to access remote provision such as course-related books or a suitable device. Where a device is purchased from Learner Support funds to support access by an individual, this equipment should be retained by the provider at the completion of the course in order to support future learning.

### **Universal Credit**

In some cases, the DWP has temporarily increased the standard Universal Credit allowance from £338 a month (sole adult in their benefit claim) to £409 a month for 2020/21 in the light of the pandemic. Please note that under paragraph 140.3 of the GLA AEB Procured Funding Rules 2019/23 v2, benefits are disregarded in the calculation of take home pay and therefore learners continue to be fully funded, where eligible.

### **2020/21 December Performance Point**

In December, we will review the overall performance against your 4-year contract.

Where your organisation is subject to a performance improvement plan, we will review your progress against the plan. This review will include your performance against agreed contract results or outcomes, as well as the value of funding earned to date.

As set out in the funding rules, where performance is lower than profile, we may reduce your contract in line with the level of performance.

We will also review performance above profile and consider requests to increase your contracts by up to 10% of the lifetime contract value, where contracted results and funding earned are above 90% of profile.

### **Contact**

If you have any queries about the recording of codes, please contact your Provider Manager.

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