

7 April 2017

Dear Chair and Chief Executive

Grant Offer from The Careers & Enterprise Company in respect of the Enterprise Adviser Network (EAN) – September 2017 to August 2020

Thank you for your ongoing commitment to the Enterprise Adviser Network which we have seen grow steadily this academic year. The EAN is now engaged with almost half of secondary schools/colleges across England creating an Enterprise Adviser movement that is going to ensure every young person has the chance to access those meaningful employer encounters that play such a vital part in helping them decide their future path. It is your support and the passion and determination of your team which has made this possible.

We are looking forward to continuing to work with you in the next academic year and are delighted to be able to confirm funding of the EAN for the next three academic years, that is until the end of the academic year 2019/20. Over this period, we will continue to match fund Enterprise Coordinators on a 50:50 cash match basis up to £25,000 per annum for each Enterprise Coordinator upon agreeing target EAN numbers annually. We are writing to you early in the financial year so that you have time to agree local match arrangements.

This offer does not include the dedicated Enterprise Coordinators for Opportunity Areas which have been contracted separately.

The grant is subject to The Careers & Enterprise Company grant terms and conditions set out in Appendix 2.

In the event of a change of Government or in policy direction, this grant funding agreement may be terminated by The Careers & Enterprise Company by giving at least three months' notice in writing.

Funding allocation for September 2017 to August 2018.

1. After a year of substantial growth, we wish to consolidate best practice in 17/18 and ensure that Enterprise Coordinators, schools/colleges and Enterprise Advisers already in the Network are well supported. We will therefore continue to co-fund all existing Enterprise Coordinator posts.
2. As the Network continues to grow over the next three years, we will work with you to support your growth plans. Regional Leads will meet with Skills Leads over the coming months to understand your ambition to expand the coverage in your area in 17/18 and to ensure that the necessary building blocks are in place to enable us to release funding for additional Enterprise Coordinators.

3. Where LEPs have engaged four or more Enterprise Coordinators, we recommend that one of these posts be graded to a Senior Enterprise Coordinator. We will fund up to an additional £5,000 per annum on a 50:50 cash match basis for a Senior Enterprise Coordinator post in recognition of its seniority.
4. Additionally, when Programme (Kick-Start) Funding has been fully utilised, the LEP may apply to The Careers & Enterprise Company for a one-off payment of £10k to support EAN delivery (eligible items are listed on page 6 of Appendix 2). Applications for this 'top-up' funding must be made by email to lepinfo@careersandenterprise.co.uk by 1 March 2018.

This offer is conditional on The Company receiving the Offer Acceptance (Appendix 1) by 31 May 2017. When returning the Grant Offer Acceptance form, we ask that you confirm the following:

The number of ECs expected to be in post in July 2017

Whether you are considering increasing coverage in 17/18

If you expect to request 'top-up' funding, the likely date of doing so.

This can be confirmed as intent, subject to securing match funding.

We look forward to working closely with you in the coming months as we see the Network go from strength to strength. We want to ensure that everyone in the Network is well supported including through sponsorship of each LEP by a member of our Senior Leadership Team, our Regional Leads and help from the CIPD in Enterprise Adviser recruitment. The Skills Leads meeting in Sheffield on 11th May will be an opportunity to discuss this grant offer in more detail and for Skills Leads to shape our continued partnership.

Yours sincerely



Gurdip S Juty
Chief Financial Officer

Appendix 1 – Grant Offer Acceptance
Appendix 2 – Grant Terms & Conditions Pack
Appendix 3 – Draft Grant Claim forms