

TECHNICAL NOTE: MONITORING FIELDS FOR DEVOLVED AREAS

Purpose

This technical note has been produced to provide guidance to Adult Education Providers on the use of monitoring fields in the ILR that can be used for West of England learners. This note supplements the currently available guidance on the WECA website.

Background

To allow flexibility in the monitoring of new initiatives, 4 data fields have been created in the 2019/20 ILR for Devolved Area Monitoring (DAM). These fields will act in a similar way to the Learning Delivery Funding and Monitoring (LDM) fields. A list of DAM codes will be published alongside the LDM codes by the ESFA in the usual way.

The DAM codes should only be used for learners residing in devolved areas.

For Learners in the WECA area, only 1 DAM code will be needed in 2019/20:

- DAM code **DAM010** for the Devolved Area Low Wage Pilot.

There are 2 LDM codes that can continue to be used for learners in devolved areas, in the same way they are used for learners in non-devolved areas:

- Proxy Learning Aims **LDM118**
- Princes Trust **LDM331**

Devolved Area Low Wage Pilot

Learners on the Devolved Area Low Wage Pilot will be fully funded if they are employed and you (the provider) are satisfied the learner meets both of the following;

- is eligible for co-funding, and
- earns less than £15,736.50 annual gross salary.

You must have seen evidence of the learner's gross annual wages in these circumstances. This could be a wage slip within 3 months of the learner's learning start date, or a current employment contract which states gross monthly/annual wages. Please note this is not an exhaustive list, but must support your decision to award full funding to an individual who would normally be eligible for co-funding.

A temporary measure has been put in place for learners on the Devolved Area Low Wage Pilot while the rule validation changes for devolved areas are created and tested.

For the first part of the 2019/20 academic year, providers should:

- Enter **Co-Funded** for learning aims of learners covered by the Devolved Area Low Wage Pilot
- Enter the **DAM code DAM010** for Low Wage Pilot delivery against the Learning Aim
- Use the **Co-Funded to Fully-Funded excel tool** (available on the WECA website) to calculate the additional funding needed to increase the aim value to fully funded
- Enter this value in the **Other Funding Adjustment** field.

Once the rule validation changes are in place towards the end of the 2019/20 academic year, you will be notified, and at that point you will need to:

- Change the ILR to **Fully-Funded** for learning aims of learners covered by the Devolved Area Low Wage Pilot
- Remove the value in the Other Funding Adjustment field
- Ensure the **DAM code DAM010** for Low Wage Pilot delivery is recorded against the Learning Aim

Recording proxy learning aims

If there is a delay with the publication of information in the LARS database for a learning aim code that had been accredited by the awarding organisation, then you can temporarily enter the nearest equivalent aim code (in terms of type of provision and funding rate) into the Learning aim reference field.

Code **LDM118** must be recorded in the LDM fields for this aim to indicate that the learning aim reference recorded is being used as a proxy for the actual learning aim that is being undertaken.

Once the actual learning aim reference is published, you must update the code recorded in the Learning aim reference field and remove code **LDM118** from the Learning Delivery Funding and Monitoring fields.

In all cases, the proxy aim details must be removed and the actual aim details recorded before the end of the teaching year or before the learner completes or withdraws from the learning aim, otherwise the data will be rejected.

There is no guarantee that aims accredited by the awarding organisation will be approved for funding, so you should use proxy learning aims with caution.

Prince's Trust Team Programme

The Prince's Trust Team Programme is a 12-week course designed to improve confidence, motivation and skills for eligible 16- to 25- year-olds. Each 'team' recruits a mix of 16- to 25- year-olds of different abilities and backgrounds, including employees sponsored by their employer.

Providers in partnership with the Prince's Trust run, and manage it on a local basis. In order to deliver the team programme, you must get approval from the Princes Trust. For eligible learners aged 19 to 25, we fund the team programme.

You must record the learners on the ILR using the Learning Delivery Monitoring (LDM) code **LDM331**. You can use the 6 qualifications in Table 1.

Table 1: Qualifications for the Prince's Trust Team Programme 2019 to 2020.

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

If the matrix rate is lower than the programme rate, additional funding up to the value of the programme rate should be entered on the EAS. Table 2 shows the matrix funding rates and the maximum programme rate and the maximum additional funding where appropriate:

Table 2: The rates for the Prince's Trust Team Programme 2019 to 2020.

	Award		Certificate	
	Fully funded	Co funded	Fully funded	Co funded
Matrix funding rate for aim	£450	£225	£1,265	£633
Maximum programme cost for				
Unemployed learners	£2,670	£1,335	£2,670	£1,335
Employed learners	£572	£286	£572	£286
Maximum additional funding for				
Unemployed learners	£2,220	£1,110	£1,405	£702
Employed learners	£122	£261	N/A	N/A